# Operational Policy: Digital Technologies (NAG 1)

## Blind & Low Vision Education Network NZ

## Statement of Intent:

The Blind & Low Vision Education Network NZ (BLENNZ) uses a variety of technologies to maximise teaching and learning opportunities and for assessment, professional development, research and administration. BLENNZ aims to manage risk and encourage responsible practice.

This policy relates to the BLENNZ community, which in this instance comprises ākonga, whānau and staff members, and to those providing support services to staff.

## Policy Requirements:

1. BLENNZ is committed to ensuring:

* The BLENNZ community work within an agreed, and commonly understood, ethical framework for online behaviour;
* The safety of ākonga and members of the BLENNZ community;
* The BLENNZ community is provided with guidelines and information;
* Ākonga and the wider BLENNZ community are given opportunities, skills and understandings as digital learners;
* That the ICT infrastructure is maintained and developed in a responsible manner.

2. BLENNZ will only publish material under five main purposes:

* To educate learners in accordance with the New Zealand Curriculum, Te Whāriki and the BLENNZ Curriculum;
* To encourage ākonga to be part of, and participate in, the BLENNZ and own local communities as applicable
* To share unique BLENNZ stories with whānau/families and the wider community;
* To promote ākonga voice
* To share information from the BLENNZ community.

3. BLENNZ will not publish any material that may:

* Defame anyone;
* Be objectionable from a human rights point of view;
* Be obscene;
* Infringe the copyright of third parties e.g. illegally downloading music and films for personal or professional use.

4. Ākonga enrolled with BLENNZ will adhere to BLENNZ ICT protocols.

5. BLENNZ ākonga enrolled in schools other than the Homai Campus will adhere to the protocols of their own school; the exception being when they are participating in BLENNZ events such as Immersion courses or centre based activities. At these times BLENNZ protocols apply.

6. BLENNZ will provide information and professional development to support community members to be informed of, and comply with, policy and protocols.

7. Principle 4 of the 13 Privacy Principles (see Privacy Policy) states that “you may only collect personal information in ways that are lawful, fair and not unreasonably intrusive. Take particular care when collecting personal information from children and young people”. Any breaches of privacy will be directed to the BLENNZ Privacy Officer. The BLENNZ Privacy Officer is the Senior Manager Administration.

8. In case of a concern, complaint or dispute, the BLENNZ Concerns and Complaints Policy will be followed.

## Supporting Documents:

BLENNZ Policies:

* Concerns and Complaints
* Privacy (and Procedures)
* Cybersafety and Digital Citizenship
* Communication and Social Media

Ministry of Education leased laptop contracts and documentation.

[DIGITAL TECHNOLOGY | Safe and responsible use in schools (education.govt.nz)](https://assets.education.govt.nz/public/Documents/School/Managing-and-supporting-students/DigitalTechnologySafeAndResponsibleUseInSchs.pdf)

[New Zealand Schools Online Safety policy review checklist - FINAL (hubspotusercontent40.net)](https://f.hubspotusercontent40.net/hubfs/7977292/CUS%20NZ%20RET/NZ%20Online%20Safety%20Policy%20Checklist.pdf)

Approved: 

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Next Review: 2026