




File no.: 24/3/1/2
Reference: 20240304-2130

eLearning Minute: 0001/2024

To: Deputy Directors-General, Chief Directors, Directors (Head Office and district offices), Heads: Curriculum Support, Circuit Managers, Deputy Chief Education Specialists, FET and GET Coordinators, Subject Advisers, Principals and educators of all public schools

Subject: Updated guidelines on cellular phones and other mobile technologies in public schools

1. With the ever-expanding nature of digital learning and teaching, this minute seeks to inform public schools of the updated guidelines on the use of cellular phones and other mobile technologies within schools.
2. This guideline document supports the Western Cape Education Department eLearning's objectives and cyber wellness education and aims to assist schools in formulating and implementing their own cellular and mobile device usage policy. **(See Annexure A: Guidelines)**
3. This updated guideline is in reference to the previously published guidelines via the DEL Minute 0005/2018, dated 09 May 2018, and DEL Minute 0002/2021, dated 19 May 2021. The older versions are available for download via the following link:

https://wcedonline.westerncape.gov.za/elearning-guidelines-and-workbooks	
<p>Short URL:</p> <p>https://bit.ly/wced_guidelines</p>	<p>QR Code:</p> 

4. The guideline document offers schools the following guidance:
 - 4.1 To create insight and awareness about some of the opportunities presented by cellular phones and mobile technologies for educators, learners, and parents within the school environment.
 - 4.2 To highlight the potential benefits and risks associated with the implementation and use of mobile technologies within the school environment.
 - 4.3 To reinforce the scope of learning and accessibility that comes with the using of cellular phones and mobile technologies in the learning environment.
 - 4.4 To assist public schools to develop their own policies to manage the use of cellular phones and mobile technologies in schools.
 - 4.5 To emphasise cyber safety risks and possible mitigations.
 - 4.6 To provide clarity on the roles and responsibilities of the school, educators, and learners when using mobile technologies in the school environment.
5. Should you have any queries, please contact your district eLearning adviser via the following link: <https://wcedonline.westerncape.gov.za/elearning/elearning-contact-your-elearning-advisor>.
6. Principals are requested to bring this minute to the attention of all educators.

SIGNED: H MAHOMED

DEPUTY DIRECTOR-GENERAL: CURRICULUM AND ASSESSMENT MANAGEMENT

DATE: 2024-03-08