



## Drones

### PURPOSE

The purpose of this policy is to set out how our school will manage the use of drones within the school environment and for school purposes to adhere to legal requirements.

### SCOPE

This policy applies to:

- o all staff/responsible persons involved in using drones within the classroom context
- o all drone operations carried out under the control of Dimboola Memorial Secondary College

### POLICY

Dimboola Memorial Secondary College has developed this policy to adhere to the Drones policy from DET and to meet the legal requirements governed by CASA. There are different rules that apply to drone use on school grounds depending on who is using the drone, and why the drone is being used.

#### Recreational/Educational Use

- Flying a drone or model aircraft for educational purposes at DMSC is considered 'flying for fun'. School community members can use drones on school grounds for recreational and educational purposes with permission from the principal, provided they comply with the following requirements. School community members are people with a legitimate, ongoing relationship with a school, including:
  - o school employees
  - o students
  - o signed-in visitors (for example, parents)
  - o department employees.
- Drones being operated for this purpose must be below 250g otherwise the operator must be accredited with CASA.

#### Commercial Use

- If a drone is used to make money or advertise the school, this is considered commercial flying. Commercial use of drones on school grounds is subject to additional rules, depending on whether the drone is operated by a school community member or by a third-party contractor.
  - o School community members using drones on school grounds for commercial purposes must adhere to the following:
    - Operator's aviation reference number must be provided
    - Proof of operator credentials and approvals to carry out the desired services (including holding a drone operator's certificate and CASA approval)
    - ensure their drone is registered with CASA.

- Commercial Drone Contractors when using drones on school grounds must address the following prior to use:
  - Operator's aviation reference number must be provided
  - Proof of operator credentials and approvals to carry out the desired services (including holding a drone operator's certificate and CASA approval)
  - Commercial operators of drones on Victorian school grounds must have insurance covering their operations. Evidence of insurance coverage should be included in access requests.
  - Students may be photographed or videoed and, if so, that arrangements are in place to comply with the privacy requirements outlined in the department's policy on Photographing, Filming and Recording Students and Intellectual Property and Copyright
  - Copyright ownership of any photographs, sound recordings or video footage is addressed in any agreement.

### **School Drone Ownership**

- To minimise the potential limitation for school community members use of drone technology the school will purchase, where practicable, drones that are in the micro-drone category (sub-250g). This ensures the drones and operators do not require registration or certification (except if commercial applications are involved).

### **School Community Member Drone Operation Guide**

- The following guidelines are to ensure compliance with regulations are prescribed by the Civil Aviation Safety Authority (CASA) and DET Advisory;
  - Drones must be operated:
    - by visual line of sight only (not using goggles or a screen) and in weather conditions that permit unaided visibility, that is, close enough to see, maintain orientation and achieve accurate flight and tracking
    - no higher than 400 ft/120 m above ground level.
    - Students aged under 16 years must operate drones with direct supervision. Direct supervision requirements may also apply to students aged 16 years or older, depending on the type of drone and how it will be used.
  - Drones must not be operated:
    - at night
    - through cloud, fog or smoke
    - any closer to than 30 m to vehicles, boats, buildings or people (other than those helping to control or navigate the drone)
    - over people or populous areas, including school events or sports games
    - during emergency situations such as bushfires, floods and traffic accidents, as they may pose a major safety risk to emergency personnel in the air and on the ground
    - to drop or discharge an object that poses a risk to another aircraft, person or property.

- If you become aware of manned aircraft nearby, you must manoeuvre away and land your drone as quickly and safely as possible. As DMSC is within the 5.5km range of an unmanned heliport.
    - Exceptions to the guidelines listed above are available to suitably certified individuals as outlined by the CASA registrations.
  - Any flights occurring outside the boundaries of the standard DMSC Flight Zone (See Appendix A) must have prior to the flight;
    - Principal approval
    - Any relevant permits/permissions eg;
      - Approval from the landowner
      - A completed RPA and Drone Filming & Photography Permit for any drone operations occurring above Parks Victoria managed sites, including but not limited to the Dimboola Flora & Fauna Reserve and Little Desert National Park. See Further Information for appropriate links.

## COMMUNICATION

This policy will be communicated to our staff in the following ways:

- Included in staff handbook/manual for relevant staff

## FURTHER INFORMATION AND RESOURCES

The Civil Aviation Safety Authority (CASA) has published a variety of useful resources for schools and members of the public interested in operating drones.

Drone safety rules and resources;

- [Drone safety rules](#)
- [Watch Drone safety rules – flying for fun on YouTube](#)
- [Drone safety rules – flying for fun \(transcript, PDF\)](#)
- [CASA – Drones at school](#)
- [CASA-verified drone safety apps](#)

Operator accreditation and drone registration

- [myCASA](#)
- [Operator accreditation](#)
- [Register your drone](#)
- [Watch How to register your drone on YouTube](#)
- [How to register your drone \(transcript, PDF\)](#)

Parks Victoria Drone Permits

- [RPA and Drone Filming & Photography Permit Application Guidelines](#)

See Appendix A for a map

## POLICY REVIEW AND APPROVAL

Policy last reviewed	December 2022
Approved by	Principal
Next scheduled review date	December 2025

## APPENDIX A: STANDARD DMSC FLIGHT ZONE

RED = 30m clearance of external structures

YELLOW = Caution flight boundary

GREEN = Normal flight zone

