



## **MOBILE PHONES AND ELECTRONIC COMMUNICATION DEVICES – ACCEPTABLE USE POLICY Years 7 to 9**

### **Preamble:**

This Policy applies to students at school and during school excursions, camps and extra-curricular activities.

In an emergency, the office, rather than a student mobile phone is the most appropriate form of contact.

### **Use of Mobile Phones:**

Mobile phones are not to be seen at school from 8.50am to 3.30pm. If a student needs a mobile phone after school, it must be locked in his/her locker during school hours. At the discretion of the teacher in charge, exceptions may be permitted for taking mobile phones on excursions.

iPods, MP3 players and other electronic communication devices are to be used ONLY when the teacher has given express permission for their use.

Students should ask permission rather than simply assume that they are able to use such a device in class.

### **Theft or Damage:**

Students must mark their electronic devices clearly with their name. Electronic devices which are found in the school should be handed to the office.

The safety and security of electronic devices is wholly the responsibility of the student.

The school accepts no responsibility for lost, stolen or damaged electronic devices either at school, on excursions or while travelling to and from school.

### **Inappropriate Conduct**

No electronic communication devices are to be taken into exams or assessments.

No students are to use their electronic communication devices to take photos, video, record sound, email or access inappropriate Internet sites while at school (as per the Terms and Conditions for Access to the College Network and Internet Agreement).

### **Consequences**

If any electronic communication device is used inappropriately, staff may confiscate the item and pass it to the office. This will be placed in an envelope for collection by a parent / guardian at the end of the school day. For repeat offences, students will be prohibited from bringing electronic devices to class.

### **Evaluation:**

This policy will be reviewed as part of the school's three year review cycle.  
This policy was ratified by School Council in December 2013.