



## **Appropriate Use of Mobile Telephones and other Electronic Equipment by Students**

**NOTE:** In this policy the phrase mobile phone(s) refers to all mobile phones and other personal forms of electronic equipment i.e. mobile telephones, pagers, portable CD and MP3 players, Personal Digital Assistants and similar electronic devices by students at school or during school-related activities (including school excursions, camps and extra-curricula activities).

### **Acceptable Use Policy for mobile phones**

#### **1. Purpose**

- 1.1 The increased ownership of mobile phones requires that school administrators, teachers, students, and parents take steps to ensure that mobile phones are used responsibly. This Acceptable Use Policy is designed to ensure that potential issues (such as mobile etiquette) can be clearly identified and addressed, ensuring the benefits that mobile phones provide (such as increased safety) can continue to be enjoyed by our students.
- 1.2 Ithaca Creek State School has established the following Acceptable Use Policy for mobile phones that provides teachers, students and parents guidelines and instructions for the appropriate use of mobile phones during school hours.
- 1.3 In order for students to carry a mobile phone during school hours, students and their parents or guardians must first read and understand the Acceptable Use Policy.
- 1.4 The Acceptable Use Policy for mobile phones also applies to students during school excursions, camps and extra-curricular activities.

#### **2. Rationale**

##### **2.1 Personal safety and security**

Ithaca Creek State School accepts that parents give their children mobile phones to protect them from everyday risks involving personal security and safety. There is also ever-increasing concern about children travelling alone on public transport or commuting long distances to school. It is acknowledged that providing a child with a mobile phone gives parents reassurance that they can speak with their child quickly at any time.

##### **2.2 Young people and mobile phones**

The scientific evidence does not indicate the need for special precautions for either adults or children in the use of mobile phones. This view is supported by the World Health Organisation (WHO) and other leading experts and health authorities internationally.

Mobile phones sold in Australia are required to comply with the Australian



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Communication Authority's Electromagnetic Energy (EME) safety standard, which is for all people, including children. The safety margins on national and international guidelines are significant and already take into account any differences in exposure that could be experienced by children due to conductivity and head size.

### 3. Responsibility

- 3.1 It is the responsibility of students who bring mobile phones onto school premises to adhere to the guidelines outlined in this document.
- 3.2 The decision to provide a mobile phone to their children should be made by parents or guardians.
- 3.3 Parents should be aware if their child takes a mobile phone onto school premises.
- 3.4 Permission to have a mobile phone at school/while under the school's supervision is contingent upon parent/guardian permission in the form of a signed copy of this policy. Parents/guardians may revoke approval at any time.

### 4. Acceptable Uses

- 4.1 Mobile phones should be switched off during classroom lessons. Exceptions may be permitted in exceptional circumstances, should the parent/guardian specifically request it. Such requests will be handled on a case-by-case basis, and should be directed to the school Principal. Parents are reminded that in cases of emergency, the school office (3514 9333) remains a vital and appropriate point of contact and can ensure your child is reached quickly, and assisted in any appropriate way.
- 4.2 While on school premises, students should use soundless features such as text messaging, answering services, call diversion and vibration alert to receive important calls.

### 5. Unacceptable Uses

- 5.1 Unless express permission is granted to the contrary, mobile phones should not be used to make calls, send SMS messages, surf the internet, take photos or any other application during school lessons.
- 5.2 Students with mobile phones may not engage in sending group SMS messages .
- 5.3 Mobile phones should not disrupt classroom lessons by ringing or beeping.
- 5.4 Should there be repeated disruptions to lessons caused by a mobile phone, the responsible student may face disciplinary actions as sanctioned by the Principal.

### 6. Theft or damage

- 6.1 Students are required to mark all their mobile phones clearly with their names.
- 6.2 Students who bring a mobile phone onto school premises should leave it locked away in their locker/bag as soon as they arrive or hand it to the office for safe keeping. In



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order to reduce the risk of theft during school hours, students who carry mobile phones are advised to keep them well concealed and not 'advertise' they have them.

- 6.3 Mobile phones which are found in the school and whose owner cannot be located should be handed to front office reception.
- 6.4 The **school accepts no responsibility** for replacing lost, stolen or damaged mobile phones.
- 6.5 The **school accepts no responsibility** for students who lose or have their mobile phones stolen while travelling to and from school.
- 6.6 It is strongly advised that students use passwords/pin numbers to ensure that unauthorised phone calls cannot be made on their phones (eg by other students, or if stolen). Students must keep their password/pin numbers confidential. Mobile phones and/or passwords may not be shared.

### 7. Inappropriate conduct

- 7.1 Any student/s caught using a mobile phone to cheat in exams or assessments will face disciplinary actions as sanctioned by the Principal or student council.
- 7.2 Any student who uses vulgar, derogatory, or obscene language while using a mobile phone will face disciplinary actions as sanctioned by the Principal.\*
- 7.3 Students with mobile phones may not engage in personal attacks, harass another person, or post private information about another person using SMS messages, taking/sending photos or objectionable images, and phone calls. Students using mobile phones to bully other students will face disciplinary actions as sanctioned by the Principal or student council.\*

***\* It should be noted that it is a criminal offence to use a mobile phone to menace, harass or offend another person. As such, if action as sanctioned by the Principal is deemed ineffective, as with all such incidents, the school may consider it appropriate to involve the police.***

**Effective:** 29-January-2007

Refer to: SCM-PR-003:

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## Parent/Guardian Permission

I have read and understand the above information about appropriate use of mobile phones at Ithaca Creek State School and I understand that this form will be kept on file at the school and that the details may be used to assist identify a phone should the need arise (eg if lost, or if the phone is being used inappropriately).

I give my child permission to carry a mobile phone to school and understand that my child will be responsible for ensuring that the mobile phone is used appropriately and correctly while under the school's supervision, as outlined in this document.

Parent name (print) \_\_\_\_\_

Parent signature \_\_\_\_\_

Date \_\_\_\_\_

I will be responsible for ensuring that the mobile phone is used appropriately and correctly while under the school's supervision, as outlined in this document.

Student name (print) \_\_\_\_\_

Mobile phone number \_\_\_\_\_

Student signature \_\_\_\_\_

Date \_\_\_\_\_

School Representative name (print) \_\_\_\_\_

Teacher signature \_\_\_\_\_

Date \_\_\_\_\_

If you have comments or suggestions, please contact the school's Principal.

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