

ACCEPTABLE USE POLICY FOR MOBILE PHONES

HARVEY SENIOR HIGH SCHOOL

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 and/ or bullying) can be clearly identified and addressed, ensuring that the benefits that mobile phones provide (such as increased safety) can continue to be enjoyed by all students.
- 1.2 In accordance with the Department of Education and Training Policy, Harvey Senior High School has established the following Acceptable Use Policy for mobile phones that provides teachers, students and parents with the guidelines and instructions for the appropriate use of mobile phones during school hours.
- 1.3 In order for students to carry a mobile phone on the school premises, students and parents must first read and understand this Acceptable Use Policy.
- 1.4 This Acceptable Use Policy for mobile phones also applies to students during school excursions, camps and extra curricula activities. If students should need to carry their mobile phone, they will be informed and asked to do so.

2) Rationale

- 2.1 In keeping with the *School Education Regulations 2000*, regulation 70, school principals are to make an order placing conditions on the use of mobile phones by all students at school.
- 2.2 Personal safety and security
Harvey Senior High School accepts that some parents give their children mobile phones to protect them from everyday risks involving personal safety and security. There is also an ever increasing concern about children travelling alone on public transport or community long distances to school.

3) Responsibility

- 3.1 It is the responsibility of students who carry mobile phones to ensure that this policy is returned completed, to the school signed by their parents / caregivers. The permission given on this policy may be revoked by the parent / caregiver (s) at any time.
- 3.2 It is the responsibility of the student (s) to ensure that the guidelines outlined in this policy are adhered to.
- 3.3 The decision to provide a mobile phone should be made by the parents / caregiver of the student (s).
- 3.4 Parents / Caregiver should be aware if their student brings a mobile phone on to school premises.
- 3.5 It is the responsibility of the school to ensure that the policy is being adhered to from an administration perspective and that accurate records of returned policies are being kept.

4) Acceptable Uses

- 4.1 Parents and caregivers are reminded that in cases of emergency, the Harvey Senior High School front office remains the vital and appropriate point of contact. This should be a first point of call in that it will ensure that your child is reached quickly and assisted in an appropriate way. It also ensures that your student will not get into trouble for having their mobile phone disrupt a classroom lesson.

5) Unacceptable Uses

- 5.1 Taking or receiving phone calls or SMS messaging at any time, especially during lessons.
- 5.2 Surfing the internet; or taking photos of other people.
- 5.3 Having the mobile phone ring or beep during class time.

6) Theft or Damage

- 6.1 The school accepts no responsibility for replacing lost, stolen or damaged mobile phones.
- 6.2 Mobile phones which are found in the school and whose owner cannot be located should be handed to the front office reception.

- 6.3 The school accepts no responsibility for students who lose or have their mobile phones stolen while travelling to and from school.

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; School Management and in the case of Senior School exams, the Curriculum 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 and School Management.
- 7.3 Students who disrupt lessons with their mobile phones will have them confiscated and handed to the front office for collection after the school day. Repeat offenders will have the phone (s) confiscated and parents will be asked to come to the school to pick the phone (s) up.
- 7.4 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 and School Management.
- 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 or Student Council is deemed ineffective, as with all such incidents, the school may consider it appropriate to involve the police.

Effective: 2008

Ratified:

School Principal_____.

School Management_____.

School Council_____.

Parent/Guardian Permission

I have read and understand the above information about appropriate use of mobile phones at Harvey Senior High School. I understand that this form will be kept on file in the front office of the school and that the details may be used (and shared with a third party, if necessary) to assist identify a phone should the need arise (e.g. if lost or if the phone is being used inappropriately). I further understand that Harvey Senior High School accepts no responsibility for the mobile phones.

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 / Caregiver Name _____

Parent / Caregiver Signature _____

Date _____

Student Name _____

Mobile Phone Number _____

Student Signature _____

Date _____

The reasons (s) my child needs a mobile phone at school include:

_____.

If this section is not completed it is our expectation that your child does not need a mobile phone at school.