

## Mobile Phones and Other Devices Acceptable Use Policy

### Statement of Intent

Guidelines for the appropriate use of mobile telephones and other electronic equipment by students at school ensure that distractions in all learning environments are minimised and the privacy of others and the good order and management of the school is maintained.

Students at Craigslea State High School may bring digital devices to school but must only operate them according to the following:

- Students must display courtesy, consideration and respect for others whenever they are using a mobile phone or any digital device.
- All electronic devices including mobile phones must be switched off and out of sight during all scheduled class time unless the supervising teacher has specifically given direction for the use of devices as part of the learning program.
- Students may only use mobile phones and other electronic devices (including those with Bluetooth) for personal use before or after school, or during recess breaks.
- Devices with cameras or other recording capabilities are not to be used anywhere, unless specifically directed by a teacher for use in association with a learning activity.
- Students must **not** make any type of recording of other students or activities at school. Invasion of privacy through the recording of conversations or activities at school and/ or further distribution (e.g. via multi-media distribution services, including the internet) of such material will result in disciplinary action AND contravenes the *Invasion of Privacy Act 1971 (Qld)*.
- Students must **not** contribute to the distribution of any recording, including photographs connected to Craigslea SHS. This includes images and recordings which may identify the school through name or symbolic representation
- The sending of text messages, posting of material on the internet or using email that contains offensive language and/or threats are considered to be bullying or harassment and will be subject to disciplinary action and potentially reporting to police.
- Mobile phones and electronic devices (including those with Bluetooth) may not be taken into or used by students at exams or during class assessment unless directed by a teacher to do so.
- All digital devices including mobile phones are brought to school at their owner's risk. No liability will be accepted by the school in the event of loss, theft or damage to any device.
- Please refer to guidelines set down for acceptable use of any digital devices on specific school excursions, camps and extra-curricular activities.

### Consequences of failure to comply with school policy:

Contravention of this policy will result in the device being confiscated, bagged, tagged and stored securely in the school office. Collection/ return of the device will be at the end of the school day where the device is not required for further investigation. Parents may be contacted to discuss student consequences for breach of the policy.

The usual range of behaviour management strategies will apply for refusal to comply with school policy, including suspension or exclusion for a 'major' incident involving contravention of the policy.

Evaluation: This policy will be reviewed annually.