

## MOBILE PHONE POLICY

### APPROPRIATE USE OF MOBILE TELEPHONES BY STUDENTS

#### **Personal Technology Device Etiquette**

Bringing personal technology devices to school is not recommended because of the potential for theft and general distraction and/or disruption associated with them. However, if they are brought to school, they must be turned off and out of sight at all times. Mobile phones that are brought to school are not to be used within the school grounds. This is inclusive of answering phone calls/texts from parents/guardians.

- Should students need to contact parents in emergencies they may access a phone in the office. Office staff will convey messages to students when required.
- Appropriate action will be taken against any student who photographs or films other individuals or who sends harassing or threatening messages.
- Disciplinary action will be taken against any student/s who is / are caught using a mobile phone to cheat in exams or assessments.
- The policy also applies to students during school excursions, camps and extra-curricular activities unless otherwise stated in the Special Circumstances Agreement Form (available from the office).

No liability will be accepted by the school in the event of loss, theft or damage of any device, unless it can be established that the loss, theft or damage resulted from the school's negligence.

It is acknowledged that in some circumstances or on some excursions, mobile phones, and those with the capacity to record digital images, can be appropriately incorporated into the learning program. Teachers will manage this process, provide the appropriate parameters and permission notes.