



ELECTRONIC DEVICES

POLICY

Rationale:

- Mobile phones and other electronic devices (MPED) are important modern day communication tools, essential in providing a safe and effective school environment. However, they can easily be improperly used, lost or damaged and must therefore be effectively managed.

Aims:

- To utilise the benefits of MPED whilst managing the problems they can potentially cause.

Implementation:

- The school will purchase and maintain enough mobile telephones and service contracts to satisfy its needs.
- Teachers in charge of all excursions and trips involving students must ensure the school's MPED or similar appropriate communications devices accompany each trip.
- Staff using school MPED are required to sign for them in the Borrowing Register.
- Staff returning MPED are responsible for ensuring that they are recharged.
- MPED are not to be used for private calls, with the exception that staff are permitted to contact families or loved ones during overnight excursions or if an excursion is returning late.
- Students are not to use the school's MPED without permission directly from the Teacher in Charge.
- Staff will be kept informed of DET information relating to health effects of using MPED.
- Students are not to bring personal MPED to school unless permission from the Principal has been successfully sought by parents who have outlined the health, safety, academic or personal reasons that justify the student being in possession of a MPED).
- Taking photographs or videos while at school or engaged in school-related activities by students may only occur if there is a sound reason for the photography. Depending on the particular circumstances and purpose of the photography, the permission of staff, parent/ carer or student may be required.
- The student must take full responsibility for these devices. The school or staff will not be responsible for their loss, theft or damage. Students who bring them to school do so at their own risk.
- Students will use their MPED in a way which reflects the core values being taught in schools, including the values of respect, responsibility, care and fairness.
- Student's MPED must not be brought to classes, meetings, assemblies or similar organised activities.
- MPED and students using them must not cause disruptions to classes or individuals, and must not cause a nuisance to the smooth running of the school.
- Students misusing personal MPED at school or causing a nuisance will be requested to surrender the MPED to the Deputy Principal or the school's administration staff and such phones will be returned to the student's parent. Phones that take photos or video are not to be used for such purposes without authorisation.
- The school reserves the right to prohibit students from bringing MPED into certain spaces or during certain activities eg: science rooms, exam rooms, technology rooms, physical education classes etc.
- Emergency parent contact is not grounds for a student to have a personal MPED at school. All emergency contact between students and parents will be directed through the school's office.

Evaluation:

- This policy will be reviewed as part of the school's three-year review cycle.

This policy was last ratified in....

December 2007

References:

[Legal Issues Bulletin 35](#)
[School Photographs and Videos and Other Media.](#)
[Employer Communication Equipment Staff Use Policy](#)