



Mobile Electronic Devices Acceptable Use Policy

For: Mobile Phones, MP3 Players and similar electronic devices.

Statement of intent

Kilcoy State High School recognises that there are times when it is appropriate and beneficial for students to have access to various digital devices; however, the use of mobile phones and other electronic equipment by students at school can become disruptive to the learning and teaching process. School time is to focus on effective learning and teaching and must not be disrupted by electronic devices.

The following acceptable use policy refers to all electronic devices used by students within the school grounds and at school events/activities e.g. excursions. **Students at Kilcoy State High School may bring digital devices to school at their own risk, but must only operate them in accordance with the following:**

1. Mobile phones may not be turned on (and therefore not used for any purpose) by students on the school premises.
2. Students may only use their electronic devices (other than phones) during recess and lunch break and before and after school unless directed by school staff.
3. All electronic devices must be switched off and out of sight during lesson times unless under the direction of school staff as part of a learning activity.
4. If students require urgent access to a phone they should report to the administration building to use a school phone.
5. Students must display courtesy, consideration and respect for others whenever they are using any digital device.
6. Devices with built-in cameras are not to be used anywhere a normal camera would be considered inappropriate, such as in change rooms or toilets.
7. Students must not take photographs or images of teachers, ancillary staff, other students or visitors to the school without their consent and knowledge.
8. Students must not make/send harassing or threatening calls/messages.
9. 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.
10. Secure storage for mobile phones and other electronic devices is available at the school office.
11. Please refer to individual teachers for acceptable use of any digital devices on school excursions, camps and extra-curricular activities.
12. Students wishing to use devices in special circumstances should negotiate arrangements with relevant school staff.

Consequences of failure to comply with school policy:

- If sighted in class time, students will be asked to turn off the device and put away. Repeat infringements will be considered wilful non-compliance and dealt with according to the Responsible Behaviour Plan for Students (RBPS).
- If used in "class time" the device will be confiscated for collection by the student from the school administration at the end of the day.
- Any repeated or other inappropriate use will be dealt with under the RBPS.
- Victims of abusive, threatening, bullying messaging, or inappropriate video/photo imaging will be advised to make a complaint to the Queensland Police.
- Any student who places an image / words on the internet which have a negative impact on the good standing of the school, its staff or students will be dealt with according to the RBPS.

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