



Karoonda Area School and Preschool

North Terrace, KAROONDA SA 5307

Principal: Michael Clark



Phone: (08) 85781120

Facsimile: (08) 85781078

Courier: Murray Mallee

E-mail: dl.0756.info@schools.sa.edu.au

Mobile Phone & Portable Electronic Device Policy

1. Purpose

Karoonda Area School has established the following Mobile Phone and Portable Electronic Device Policy to provide teachers, students and their parents/caregivers guidelines and instructions for the appropriate use of these technologies during school hours. This policy acknowledges the reality that mobile phones and portable electronic devices (such as MP3 players and iPods) are pieces of 21st Century technology. Given a high percentage of students travel to school by bus, mobile phones are used as a form of security and communication before and after school, and portable electronic devices break up the monotony of a long journey. This policy also acknowledges that today's students have the ability to multi-task and process information differently from previous generations. Listening to a portable electronic device can help students to focus and contribute to positive well-being. In order for students to bring these technologies to school, students and their parents/caregivers must first read, understand and agree to the policy. This policy also applies to students during school excursions, camps and extra-curricular activities.

2. Rationale

2.1 Responsibility

- a) It is the responsibility of students who bring mobile phones and portable electronic devices onto school grounds to adhere to the guidelines outlined in this document.
- b) Permission to have a mobile phone or portable electronic device at Karoonda Area School while under the school's supervision is contingent upon permission in the form of a signed copy of this policy.
- c) Parents/Caregivers may revoke approval at any time and simply notify the school of their decision.

2.2 Acceptable Uses

- a) Parents/Caregivers are reminded that the Front Office at the school remains the vital and appropriate point of contact. This will ensure your child is reached quickly, and assisted in any appropriate way.
- b) A student may only switch on their mobile phone under the direct instruction/supervision of a teacher.
- c) A student may only use their portable electronic device during lesson times with the permission of the subject teacher and it can only be used as a storage device for school work or listening to music at a low volume (Hearing Specialists recommend levels below 60% of the maximum volume).
- d) It is important to understand that this is a privilege, rather than a right and there will be certain learning areas, subjects and lessons where it will never be appropriate.
- e) The decision will lie with the individual teacher and their decision needs to be respected.
- f) A Year 12 student may use their portable electronic device in the Year 12 room without supervision, but only for the purposes outlined in section 2.2 (c).
- g) Students may use their device as a learning resource with the direct permission and supervision of a teacher
- h) Mobile phones or portable electronic devices must not be used during school break times.

2.3 Unacceptable Uses

- a) Mobile phones are to be switched to flight mode during school hours. There will be no exceptions to this part of the policy unless under section 2.2 (b).
- b) Mobile phones or portable electronic players must not be used to take photos, videos or sound recordings without the direct instruction and supervision of a teacher. If this is to occur, it must be for school work or a specific assessment task.

2.4 Theft or damage

- a) Students are encouraged to mark their mobile phone or portable electronic device clearly with their name.
- b) Students who bring a mobile phone or portable electronic device onto school premises should ensure they have a means of keeping them safe in their bags/lockers as soon as they arrive.
- c) In order to reduce the risk of theft during school hours, students who carry a mobile phone or portable electronic device are advised to keep them well concealed and not 'advertise' that they have them.
- d) The school accepts no responsibility for replacing any items that are lost, stolen or damaged whilst on school premises or at school sponsored functions. Nor does the school accept responsibility for students who lose or have their item(s) stolen while travelling to and from school.
- e) It is strongly advised that students use passwords/pin numbers to ensure that unauthorised access (i.e. switching on a mobile phone) cannot be made on their mobile phones.

2.5 Inappropriate conduct

- a) Any student caught using a mobile phone or portable electronic device without teacher permission/supervision will have it immediately confiscated.
- b) Any student caught using a mobile phone or portable electronic device (with or without internet capabilities) to cheat in exams or assessments will face disciplinary action as sanctioned by the Student Behaviour Management procedures.
- c) Any student who uses vulgar, derogatory or obscene language while using a mobile phone or portable electronic device will face disciplinary actions as sanctioned by the Student Behaviour Management procedures.
- d) It should be noted *it is a criminal offence to use a mobile phone or portable electronic device to menace, harass or offend another person*. In such incidences, it may be considered appropriate by the school to involve the police. Hence, students with mobile phones or portable electronic devices with internet capabilities must not engage in personal attacks, harass another person, or post private information via these devices.
- e) Students using mobile phones or portable electronic devices with internet capabilities to bully other students will face disciplinary actions as sanctioned by the Student Behaviour Management procedures.

2.6 Sanctions

I understand and accept the conditions listed above. I am aware that a breach of the above conditions will result in the termination or suspension of my Network/ICT privileges.

- **First Offence**

Students infringing any part of section 2.5 will have their mobile phone or portable electronic device confiscated. It will be taken to a secure place within the school and the parents/caregivers of the students will be informed. The teacher who confiscates the item will record the event on a yellow behaviour form. This will be used to keep track of the frequency of confiscations. Parents/Caregivers of the student may collect the phone at their convenience.

- **Second Offence**

As above plus the student will be required to hand their device in at the beginning of the day and collect at the end of the day from the Front Office, or leave at home, for a period of 2 weeks.

- **Third Offence**

As above plus internal suspension and device left at Front Office daily or at home for a period of 4 weeks.

- **Serious Infringements**

In cases of severe or continued breaches of the conditions, the above steps will be bypassed and suspension or exclusion will be considered and may result in the matter being referred to the police. In such a case, the parents/caregivers will be informed as a matter of urgency.