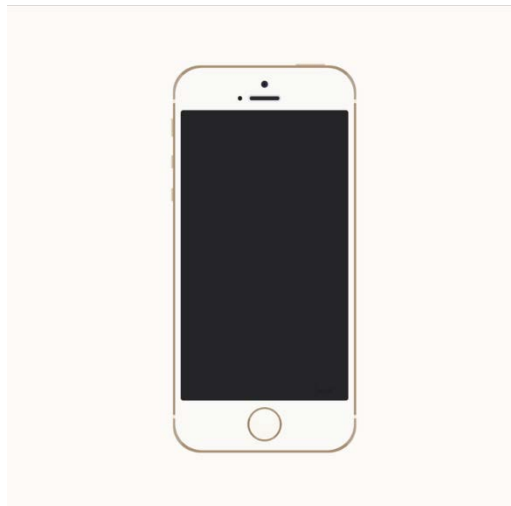




Mobile Phone & Electronic Device Usage Policy



Years 7-12
2021

1. Purpose

The purpose of Darling Downs Christian School's Mobile Phone and Electronic Device Policy (AU.M.01) is to ensure responsible use of mobile phones and other electronic devices by students on school premises and on school related activities.

2. Scope

The policy applies to students at Darling Downs Christian School while they are in class, on school grounds or involved in school activities on or off campus.

3. Responsibility

Responsibility for the implementation of this policy will follow the procedures described in the DDCS Student Management Policy but ultimate responsibility resides with the Principal.

4. Rationale

The increased ownership of mobile phones requires that school administrators, teachers, students, and parents take steps to ensure that mobile phones are used responsibly. While it is acknowledged that providing a child with a mobile phone gives parents reassurance that their child can contact them in emergency situations or in risk situations involving personal security and safety, this does not apply during the school day when students have access to school phones and personnel. At the same time, it is acknowledged that senior students are more mobile than previously as they may be involved in traineeships, university programs and other activities which take them away from the school campus on a regular basis.

The policy of Darling Downs Christian School is to allow the use of mobile phones in limited circumstances outlined below, while emphasising that in most circumstances students will not need phones as they can access school phones and school personnel if they need to communicate outside of the school.

5. Acceptable Use

- a) The use of mobile phones/electronic devices at any time while on the school campus is not acceptable under any circumstances (except when specifically permitted by a teacher).
- b) Students should be aware that phone usage on the school campus (except when given specific permission by a teacher) will lead to the confiscation of the phone/device for up to one week. Parents are reminded that in the case of emergency the school reception remains a vital and appropriate point of contact.
- c) Where permission has been given to carry mobile phones (e.g. excursions), students should use soundless features such as text messaging, answering services, call diversion and vibration alert to receive calls.
- d) It should be noted that it is a criminal offence to use mobile phones to menace, harass or offend another person. Students who use their phones to engage in personal attacks, harass another person, or post private information about another person using SMS messages, taking or sending photos or objectionable images or bullying other students, or who use vulgar, derogatory or obscene language while using a mobile phone will have their phones confiscated for a period decided by the Principal, and their right to have a phone at school will be revoked. Students should note that, in extreme cases, the school may consider it appropriate to involve the police.
- e) Any student/s caught using a mobile phone to cheat in exams or assessments will face disciplinary action as sanctioned by the Primary and Secondary Coordinators and the School Principal, which is likely to include the loss of all marks for the examination or assessment item.

6. Security

- a) Students are responsible for the security of their mobile phones/electronic devices.
- b) The school accepts no responsibility for replacing lost, stolen, or damaged mobile phones.
- c) The school accepts no responsibility for the loss of mobile phones stolen while travelling to and from school.
- d) Phones should be clearly marked with the name of the owner.
- e) Phones should be always kept in a secure place during school hours; students are advised to keep them well concealed and not 'advertise' they have them.
- f) It is strongly advised that students use passwords/pin numbers to ensure that unauthorised phone calls cannot be made on their phones. Students should keep their passwords/pin numbers confidential.
- g) Mobile phones which are found in the school and whose owners cannot be located should be handed to front office reception.

7. Responsibilities

- a) It is the responsibility of students who bring mobile phones/electronic devices onto school premises to adhere to the guidelines outlined in this document.
- b) The decision to provide a mobile phone to their children should be made by parents or guardians and parents should be aware if their child takes a mobile phone/electronic device onto school premises.
- c) Permission to have a mobile phone/electronic device at school/while under the school's supervision is contingent upon parents/guardians returning to the school a completed and signed copy of the Parent/Carer Declaration on Pupil Mobile Phones at School.
- d) A register of students with permission to bring mobile phones – including phone number, make and model - onto school premises will be kept at the school.

8. Related Policies and Documents

DDCS Behaviour Management Policy
DDCS Anti-bullying Policy
DDCS Anti-Harassment Policy