



Acceptable Use of Mobile Phones/Tablets

POLICY

1. Rationale

The increased ownership of mobile phones/tablets requires that school administrators, teachers, students, and parents take steps to ensure that mobile phones/tablets are used responsibly. This Acceptable Use Policy is designed to ensure that potential issues can be clearly identified and addressed. The Acceptable Use Policy for Mobile Phones/Tablets also applies to students during school excursions, camps and extra-curricular activities.

2. Responsibility

It is the responsibility of students who bring mobile phones/tablets onto school premises to hand them in to the office or to the classroom teacher upon their arrival to the school. Parents should be aware if their child takes a mobile phone/tablet onto school premises. Permission to have a mobile phone/tablet at school/while under the school's supervision is contingent upon parent/guardian permission in the form of a signed copy of this policy. Parents/guardians may revoke approval at any time.

3. Acceptable Uses

3.1 Mobile phones/tablets should be switched off during classroom lessons. Exceptions may be permitted in exceptional circumstances, should the parent/guardian specifically request it. Such requests will be handled on a case-by-case basis, and should be directed to the principal. Parents are reminded that in cases of emergency, the school office remains a vital and appropriate point of contact and can ensure your child is reached quickly, and assisted in any appropriate way.

3.2 While on school premises, mobile phones/tablets should only be used under the direct supervision of staff for specific learning activities.

4. Unacceptable Uses

4.1 Unless express permission is granted to the contrary, mobile phones/tablets should not be used to make calls, send SMS messages, surf the internet, take photos or any other application during school lessons.

4.2 Students with mobile phones/tablets may not engage in sending group SMS messages.

4.3 Mobile phones/tablets should not disrupt classroom lessons by ringing or beeping.

4.4 Should there be repeated disruptions to lessons caused by a mobile phone/tablets, the responsible student may face disciplinary actions as sanctioned by the Principal.

5. Theft or damage

- 5.1 Students are required to mark their mobile phones/tablets clearly with their names.
- 5.2 Mobile phones/tablets which are found in the school will be handed to front office reception.
- 5.3 The school accepts no responsibility for replacing lost, stolen or damaged mobile phones/tablets while at school or travelling to and from school.
- 5.4 It is strongly advised that students use confidential passwords/pin numbers. Mobile phones/tablets and/or passwords may not be shared.

6. Inappropriate conduct

- 6.1 Any student who uses vulgar, derogatory, or obscene language while using a mobile phone/tablet will face disciplinary actions as sanctioned by the Principal.*
- 6.2 Students with mobile phones/tablets may not engage in personal attacks, harass another person, or post private information about another person using SMS messages, taking/sending photos or objectionable images, and phone calls. Students using mobile phones/tablets to bully other students will face disciplinary actions as sanctioned by the Principal.*

** It should be noted, it is a criminal offence to use a mobile phone/tablets to menace, harass or offend another person. As such, if action as sanctioned by the Principal is deemed ineffective, as with all such incidents, the school may consider it appropriate to involve the police.*

Parent/Guardian Permission

I have read and understand the above information about appropriate use of mobile phones/tablets at Belvoir Special School and I understand that this form will be kept on file at the school and that the details may be used (and shared with a third party, if necessary) to assist identify a phone should the need arise (eg if lost, or if the phone is being used inappropriately). I give my child permission to carry a mobile phone/tablet to school and understand that my child will be responsible for ensuring that the mobile phone/tablet is used appropriately and correctly while under the school's supervision, as outlined in this document.

Parent name (print) _____

Parent signature _____

Date _____

Student name (print) _____

Mobile phone number _____

Student signature _____

Date _____

Teacher name (print) _____

Teacher signature _____

Date _____

Evaluation:

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

This policy was last ratified by School Council on

October 24th 2018