



Carbrook State School

Appropriate Use of Mobile Telephones and other Electronic Equipment by Students

Carbrook State School has established the following policy for mobile telephones and electronic equipment to provide teachers, students and parents guidelines and instructions for the appropriate use of mobile phones and electronic equipment whilst on school premises or at designated school events.

Carbrook State School accepts that parents give their children mobile phones to protect them from everyday risks involving personal security and safety whilst to and from school. It is acknowledged that providing a child with a mobile phone gives parents reassurance that they can contact their child if they need to speak to them urgently outside of school hours. 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.

Expectations:

Carbrook State School has a policy that all mobile and personal technology devices are to be handed into the office immediately upon arrival to school. If a parent needs to contact a student during the school day, they are to contact the office and a message will be forwarded onto the child. Students collect their phones and any other personal electronic devices from the office at 3pm and must place them in their school bags until they have left the school premises.

While on school campus mobile phones and electronic devices must not be used by students. If a student is found to use a mobile phone or electronic device including those with Bluetooth functionality will lead to the devices being confiscated by school staff, with collection/return to occur at the end of the school day where the device is not required for further investigation.

No liability will be accepted by Carbrook State School in the event of loss, theft or damage to any mobile telephone or electronic devices.

Unacceptable Uses:

It is inappropriate to use any electronic device to up or download images of school personnel, students, facilities or activities to any electronic site that can be perceived as portraying the school, facilities, individuals or activities in a negative light.

Use of mobile phones/electronic equipment to bully and threaten other students is unacceptable and will not be tolerated. In some cases it can constitute criminal behaviour.

The sending of text messages or posting of statements to websites/social media sites (or any public forum) that contain obscene language and/or threats of violence may amount to bullying and or harassment or even stalking, and will be subject to disciplinary action and potentially police investigation.

Use of mobile phones/electronic equipment to take videos and pictures to denigrate and humiliate a student, staff member or the school will not be tolerated. Anything that is posted about an individual or organisation online forms part of their 'digital reputation'. This digital reputation can then have an effect on the individuals/organisations offline reputation.

No images or videos of students or teaching staff may be taken without permission or uploaded to any social networking or media sharing site without the written permission from the school principal.

Invasion of privacy through the recording of personal conversations or daily activities and/or the further distribution (e.g. via Multi Media Messaging Service, Bluetooth) of such material will result in disciplinary action and contravenes the *Invasion of Privacy Act 1971 (Qld)*.

The school will not tolerate images or sound captured by personal technology devices on the school premises or elsewhere being disseminated to others if it is for the purpose of causing embarrassment to individuals or the school. Students involved in recording and/or disseminating material and/or knowingly being a subject of a recording will be subject to discipline (including suspension and/or exclusion).

All incidents that directly impact on the good order and management of the school are managed in accordance with Department of Education, Training and Employment policies and procedures.