

## Ulverstone High School **MOBILE PHONE – ACCEPTABLE USE POLICY**

### **1. Rationale**

- 1.1 The increased ownership of mobile phones requires that school administrators, teachers, students and parents take steps to ensure that mobile phones are used responsibly. This Acceptable Use Policy is designed to ensure that potential issues (such as mobile etiquette) can be clearly identified and addressed; ensuring the benefits that mobile phones provide (such as increased safety) can continue to be enjoyed by our students.
- 1.2 Ulverstone High School has established the following Acceptable Use Policy for mobile phones during school hours.
- 1.3 In order for students to carry a mobile phone during school hours, students, parents or guardians must read and understand the Acceptable Use Policy.
- 1.4 The Acceptable Use Policy for mobile phones also applies to students during school excursions, camps and extra-curricular activities. Only under exceptional circumstances will phones be allowed on camps.

### **2. Purpose**

- 2.1 The appropriate way for family/guardian to contact students during the school day is via the school office.
- 2.2 Ulverstone High School accepts that mobile phones are used increasingly to communicate and parents give their children mobile phones to increase their personal security and safety.

### **3. Responsibility**

- 3.1 It is the responsibility of students who bring mobile phones onto school premises to adhere to the guidelines outlined in this policy.
- 3.2 Parents should be aware that their child has a mobile phone on school premises and will endorse the guidelines outlined in this policy.

### **4. Guidelines**

- 4.1 Mobile phones should be switched to silent or turned off and are not to be used during class time unless under teacher direction. Parents are reminded that in cases of emergency, the school office remains the first point of contact and can ensure your child will be reached quickly, and assisted in any appropriate way.
- 4.2 If students need to contact home during the day they will be given access to a telephone.
- 4.3 Students found using a mobile phone during class time will have it confiscated, and given to the main office. Parents or Guardians will be contacted to organise collection after 3pm. A recording system will be used to account for all phones confiscated with parents/guardians required to sign for upon collection. Students are encouraged to turn their phone off and/or use the locking system prior to it being handed in. The staff member entering the details into the recording system is then responsible for contacting the parent.
- 4.4 Students refusing to hand a mobile phone to staff when asked will incur a suspension.
- 4.5 Mobile phones are not to be used to take or send inappropriate or unwanted photos or videos.
- 4.6 Mobile phones are not to be used to bully or harass.

### **5. Theft or Damage**

- 5.1 Students are advised to mark their mobile phone clearly with their name.
- 5.2 Mobile phones which are found in the school and whose owner cannot be located will be handed to the front office.
- 5.3 The school accepts no responsibility for replacing lost, stolen or damaged mobile phones.
- 5.4 The school accepts no responsibility for students who lose or have their mobile phones stolen while travelling to and from school.

### **6. Inappropriate Conduct**

- 6.1 Any student who uses vulgar, derogatory or obscene language while using a mobile phone will face disciplinary actions which can include losing the privilege to bring the phone to school.

**\*\*\* It should be noted that it is a criminal offence to use a mobile phone to menace, harass or offend another person. Therefore at the Principal or his nominees discretion the police will be notified.**