Thuringowa State High School
Mobile Phone
Acceptable Use Policy

- This policy is based on the principles of mutual responsibility and respect of all parties involved in the use of mobile phones.
- It requires accountability on the part of the user for his or her actions.
- It is designed to assist in managing the safe and responsible use of mobile phones by students and involves parents/guardians/carers as partners in assisting their children in the proper use of mobile phones.
- It is underpinned by an overall requirement for students to exercise care and use their mobile phones in a considerate manner and to be aware of situations in which others could be affected by their actions.
- It makes clear that the privilege to take a mobile phone to school may be withdrawn if a student fails in his or her duty to behave responsibly and in accordance with the school's requirements.

Acceptable Use Policy for Mobile Phones

1. Purpose

1.1 The widespread ownership of mobile phones among young people requires that school administrators, teachers, students, and parents/guardians/carers take steps to ensure that mobile phones are used responsibly at Thuringowa State High School. This Acceptable Use Policy is designed to ensure that potential issues involving mobile phones 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 Thuringowa State High School has established the following Acceptable Use Policy for mobile phones that provides teachers, students and parents/guardians/carers guidelines and instructions for the appropriate use of mobile phones during school hours.

1.3 **Students, their parents/guardians/carers must read and understand the Acceptable Use Policy before students are given permission to bring mobile phones to school.**

1.4 **The Acceptable Use Policy for mobile phones also applies to students during school excursions, camps and extra-curricular activities.**

Rationale

1.5 Personal safety and security

Thuringowa State High School accepts that parents/guardians/carers give their children mobile phones to protect them from everyday risks involving personal security and safety. There is also increasing concern about children travelling alone on public transport commuting to and from school. It is acknowledged that providing a child with a mobile phone gives parents/guardians/carers reassurance that they can contact their child if they need to speak to them urgently.
Responsibility

1.6 It is the responsibility of students who bring mobile phones to school to abide by the guidelines outlined in this document.

1.7 Parents/guardians/carers should be aware if their child takes a mobile phone to school.

1.8 **Permission to have a mobile phone at school while under the school’s supervision is contingent on parent/guardian/carer permission in the form of a signed copy of this policy.**

1.9 Parents/guardians/carers may revoke approval at any time.

2. Acceptable Uses

2.1 **Mobile phones are to be switched off and kept out of sight during class time.**

Exceptions may be permitted only in exceptional circumstances if the parent/guardian/carer specifically requests it. Such requests will be handled on a case-by-case basis and should be directed to the administration staff.

2.2 Parents/guardians/carers are reminded that in cases of emergency, the school administration staff remain a vital and appropriate point of contact and can ensure your child is reached quickly and assisted in any appropriate way.

2.3 Mobile phones should not be used in any manner or place that is disruptive to the normal routine of the school.

2.4 Students should protect their phone numbers by only giving them to friends and keeping a note of who they have given them to. This can help protect the student’s number from falling into the wrong hands and guard against the receipt of insulting, threatening or unpleasant voice, text and picture messages.

3. Unacceptable Uses

3.1 Unless express permission is granted, mobile phones should not be used to make calls, send SMS messages, surf the internet, take photos or use any other application during school lessons and other educational activities, such as parades. Students should only use their mobile phones before or after school or during recess and lunch breaks.

3.2 Mobile phones must not disrupt classroom lessons with ringtones or beeping.

3.3 Using mobile phones to bully and threaten other students is unacceptable and will not be tolerated. In some cases it can constitute an offence.

3.4 It is forbidden for students to “gang up” on another student/s and use their mobile phones to take videos and pictures of acts to denigrate and humiliate other student/s. It is also forbidden for students to send the pictures to other students or upload it to a website for public viewing. This also includes using mobile phones to photograph or film any student/s without their consent.

   **It is an offence to use a mobile phone to menace, harass or offend another person and almost all calls, text messages and emails can be traced.**

3.5 Mobile phones are not to be used or taken into changing rooms or toilets or used in any situation that may cause embarrassment or discomfort to their fellow students, staff or visitors to the school.

3.6 **Should there be repeated disruptions to lessons caused by a mobile phone, the responsible student may face disciplinary actions as sanctioned by the Principal.**
4. Theft Or Damage

4.1 Students should mark their mobile phone clearly with their names.

4.2 Students who bring a mobile phone to school should:
   - leave it locked away in their bag or
   - after arrival at school be handed into the school office for safe keeping until collected by the owner at the completion of the school day and
   - keep the mobile phone well concealed and not ‘advertise’ they have it in their possession.

4.3 Mobile phones found in the school should be handed to front office staff.

4.4 **The school accepts no responsibility for replacing lost, stolen or damaged mobile phones.**

4.5 **The school accepts no responsibility for students who lose or have their mobile phones stolen while travelling to and from school.**

4.6 It is strongly advised that students use passwords/pin numbers to ensure unauthorised phone calls cannot be made on their phone. Students must keep their password/pin numbers confidential. Mobile phones and/or passwords may not be shared.

4.7 Lost and stolen mobile phones in Australia can be blocked across all networks making them virtually worthless because they cannot be used.

5. Inappropriate Conduct

5.1 Any student/s caught using a mobile phone to cheat in exams or assessments will face disciplinary action as sanctioned by the Principal.

5.2 Any student who uses vulgar, derogatory, or obscene language while using a mobile phone will face disciplinary action as sanctioned by the Principal.

5.3 Students with mobile phones 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 to bully other students will face disciplinary action as sanctioned by the Principal.

   [It should be noted that it is an offence to use a mobile phone 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.]

6. Sanctions

6.1 Students who infringe the rules set out in this document could face having their phones confiscated by teachers. The mobile phone would be taken to the school administration office, placed in an envelope with the students details noted

   **Students will then be able to collect their phone at the completion of the school day.**

6.2 Repeated infringements may result in the withdrawal of the agreement to allow the student to bring the mobile telephone to school and further disciplinary action may be taken.

6.3 As set out in the previous section, failure to heed the rules set out in this document may result in an alleged incident being referred to the police for investigation. In such cases, the parent/guardian/carer would be notified immediately.
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Parent/Guardian Permission

Parents/guardians/carers and students are to sign this policy acknowledging that ALL students, regardless of whether they have a mobile phone or not, will abide by the conditions of the Mobile Phone Acceptable Use Policy.

Please tick ✓

☐ I have read and understand the above information about appropriate use of mobile phones at Thuringowa State High School. 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 to school and understand that my child will be responsible for ensuring that the mobile phone 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) ______________________________________

Student signature ______________________________________

Date ______________________________________

For and on behalf of Thuringowa State High School

Signature ______________________________________

Date ______________________________________