



Mobile Phone & Personal Digital Device (PDD) Policy

(updated February 2016)

Mobile phones /PDD's

Students, their parents or care-givers must read and understand this guidelines then sign and return the agreement form which also applies during school excursions, camps and extra-curricular activities.

The widespread ownership of mobile phones and Personal Digital Devices (PDD's) among young people requires that school administrators, teachers, students, and parents take steps to ensure that they are used responsibly. A PDD includes such things as music players (iPods), photo/video players, game players and digital organisers this also includes the use of laptops and mobile internet connection devices. As technology develops, it creates variations and combinations. These and any other new devices will be included in this policy.

Internet must only be accessed through the school Bring Your Own Device (BYOD) Network. There is a procedure to follow to connect personal devices to the JCS BYOD. If there are problems accessing school internet, students must report the problem to the front office. Senior students may negotiate personal internet use for learning purposes on a case by case basis.

These devices can have many positive uses but if used inappropriately in an educational environment, can adversely affect the core business of teaching and learning as well as student and staff well-being. In particular, mobile phones have some inherent social dangers and there are possible legal implications if used inappropriately. Sharing of headphones can be unhygienic and must be avoided for health reasons.

Appropriate Use R-5

Digital devices may be used as directed by the teacher. They are not to be used during break times. Excursions are an extension of classroom lesson time with a learning situation taking place. Mobile phones and PDD's are to be switched off and kept in the designated class storage space at all times unless directed by the teacher.

Appropriate Use 6-9

Mobile phones and PDD's are to be kept visible on desks, silent with no vibration. There is no expectation whatsoever that teachers must allow the use of mobile phones or PDD's in classes.

In lesson, students must seek teacher permission prior to the use of these devices for a specific purpose. Excursions are an extension of classroom lesson time with a learning situation taking place. Devices are not to be used during break times.

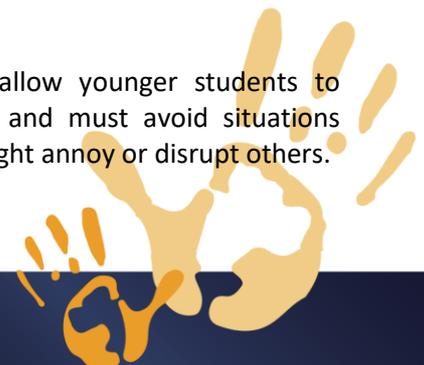
Appropriate Use 10-12

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Excursions are an extension of classroom lesson time with a learning situation taking place. Students may have access to mobile phones and PDD's in the school grounds at break times provided they do not cause embarrassment or harm to their fellow students, staff or visitors to the school.

Students must not allow younger students to access their devices and must avoid situations where using them might annoy or disrupt others.





Personal safety and security

Jamestown Community School accepts that children are provided mobile phones to protect them from everyday risks involving personal security and safety.

It is acknowledged that providing a child with a mobile phone gives parents and carers reassurance that they can contact their child if they need to speak to them urgently. At school however, due to the legal duty of care, the school must be contacted and the concern discussed with a school administrator before a child can be permitted to leave.

In cases of emergency, the school office remains a vital and appropriate point of contact and can ensure your child is reached quickly, supported and assisted in any appropriate way.

Inappropriate Use / conduct

As mobile phones and PDD's, have personal recording, storage and transmission capacities, students must apply care and forethought to avoid antisocial and illegal use, in particular, to threaten, bully or harass others.

Mobile phones and PDD's are not to be used to record, store or transmit offensive material, including offensive ring tones. Possession and/or sharing of offensive or pornographic material via a mobile phone or PDD is a criminal offence and will be dealt with in accordance to the law.

Please note that calls, text messages, social media and emails can be traced.

Theft or damage

The school accepts no responsibility for replacing lost, stolen or damaged electronic devices either at school or while travelling to and from school. Mobile phones and PDD's that are found in the school and whose owner cannot be located should be handed to front office reception.

Parents and carers should be aware if their child takes a mobile phone to school, it is the responsibility of students who bring mobile phones and PDD's to school to abide by these guidelines and agree to use these devices appropriately.

Sanctions

Students using a mobile phone or PDD inappropriately will face disciplinary action as sanctioned by the Principal. In any instance where a criminal offence is committed, the Principal is bound by law to involve the police. Students who infringe the guidelines set out in this document face having their phones or PDD's confiscated for a period of time.

1. For a first and second infringement, not involving harm to others, the phone or device will be confiscated and the student will be able to collect it from the front office at the end of the day.
2. For subsequent infringements, or those involving harm to others, the school's behaviour management procedures will be followed. This is likely to involve loss of break times as a minimum.

The device will be taken to a secure place within the school and the student's parent and/or SAPOL will be informed. Permission to view the contents of the phone may be sought from parents where appropriate. Infringements may result in the withdrawal of the agreement to allow the student to bring the mobile telephone or PDD to school.

Effective: 15.2.16

Ratified by GC: 15.2.16

Due for review: 15.2.17

