



Holy Trinity Personal Electronic Device Policy

(Mobile Phone, iPod, iPad, MP3 Player, Camera)

Rationale

Personal Electronic Devices have become an important and invaluable part of our modern lifestyle. The school understands there are times when possession of a personal electronic device is required for parental contact after school hours. Personal electronic devices can also provide a sense of safety and security while travelling to and from school. There are however, concerns about the use of SMS, 3G access to the internet without filtering, photographs and video to harass, bully and threaten others, in addition to the unnecessary interference with teaching and learning.

Purpose

The widespread ownership of personal electronic devices among young people requires that school administrators, teachers, students and parents take steps to ensure that personal electronic devices are used responsibly by schools. This policy is designed to ensure that potential issues involving personal electronic devices 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.

Holy Trinity has established the following Acceptable Use Policy for personal electronic devices that provides teachers, students and parents guidelines and instructions for the appropriate use of personal electronic devices during school hours.

The Acceptable Use Policy for personal electronic devices also applies to students during school excursions, camps and extra-curricular activities.

Policy

1. The school must be informed by the parents/guardians that their child will be taking a personal electronic devices to school.
2. Students and their parents must read and understand the 'Acceptable Use Policy' before students are given permission to bring a personal electronic device to school.
3. Permission to have a personal electronic device at school while under the school's supervision is contingent on parent/guardian permission in the form of a signed copy of this policy.
4. If a personal electronic device is turned on during school hours when the student enters the school grounds, the personal electronic device will be given to the Principal/Deputy Principal and parents will need to collect the personal electronic device from school. The personal electronic device will be turned off and kept in a secure storeroom.
5. Students must not lend an electronic device to another student for use as a phone, for text messaging or for use as a camera or video recording device. The student who owns the personal electronic device will be held responsible for its use.
6. Either the School or the parents/guardians may revoke approval at any time.
7. It is the responsibility of students who bring personal electronic devices to school to abide by the guidelines outlined in this document
8. The decision to provide a personal electronic device to their children should be made by parents or guardians.
9. Parent should be aware if their child takes a personal electronic device to school.

Procedures

1. Parents wishing their child to bring a personal electronic device to school must inform the school and obtain a copy of the 'Acceptable Use Policy', read it through with their child and return a signed copy to the school.
2. Students should mark their personal electronic device clearly with their names.
3. The school accepts no responsibility for replacing lost, stolen or damaged personal electronic devices
4. The school accepts no responsibility for students who lose their personal electronic device while travelling to and from school.

Inappropriate conduct

1. Any student who uses vulgar, derogatory or obscene language while using a personal electronic device will face disciplinary action.
2. Students with a personal electronic device 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.

Sanctions

Students who infringe the rules set out in this document could face having their personal electronic device confiscated by teachers AND THE Police may be contacted. The personal electronic device would be taken to a secure place within the school and the student's parents informed. Appropriate arrangements would then be made for the parents to collect the personal electronic device.

Repeated infringements may result in the withdrawal of the agreement to allow the student to bring the personal electronic device to school.



Holy Trinity Primary School

Acceptable Use of Personal Electronic Devices

(Mobile Phone, iPod, iPad, MP3 Player, Camera)

Parent/Guardian Permission to bring a Personal Electronic Device to school

I have read and understand the above information about appropriate use of Personal Electronic Devices at Holy Trinity Primary 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.

I give my child permission to carry a personal electronic device to school and understand that my child will be responsible for ensuring that the personal electronic device is used appropriately and correctly while under the school's supervision, as outlined in this document.

Parent/Guardian Name: _____

Parent Signature: _____ Date: _____

Student Name: _____

Mobile Phone Number: _____

Student Signature: _____ Date: _____

School Representative: _____

Position: _____

School Representative Signature: _____ Date: _____