



FAITHFULNESS IN SERVICE

BISHOP DRUITT COLLEGE

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ELECTRONIC DEVICE POLICY

Purpose

1.1 Bishop Drutt College has established the Electronic Device Policy to provide guidelines for the appropriate use of electronic devices for teachers, students and parents.

1.2 The guidelines for electronic devices also apply to students during school excursions, sport, camps and any school-led extra-curricular activities.

Rationale

2.1 Personal Safety and Security

As a regional school, the College understands the importance of personal safety and security and that access to electronic devices may be necessary in certain circumstances. Some of these circumstances include some excursions or activities and while traveling to and from school.

2.2 Benefits of Electronic Devices

Bishop Drutt College recognises the benefits of using electronic devices such as e-readers, iPads and laptops for educational purposes, as long as all use of such devices is in line with the [ICT Network and Internet Use Policy](#) and in-class use is sanctioned by the class teacher.

Responsibility

3.1 It is the responsibility of students who bring electronic devices to school to abide by the guidelines outlined in this document.

3.2 The decision to provide an electronic device to their children should be made by parents or guardians.

3.3 Parents should be aware if their child takes an electronic device to school.

3.4 Permission to have an electronic device at school while under the College's supervision is contingent on parent/guardian permission in the form of an annual signed copy of this policy. Parents/guardians may revoke approval at any time.

Acceptable Uses

Examples of electronic devices covered by the acceptable and unacceptable uses guidelines below include, but are not limited to: iPhones, iPods, mobile phones, MP3 players, recording devices, headphones and earphones.

4.1 Electronic devices should be switched off and kept out of sight during the course of the school day. This includes any form of listening device such as headphones and earphones. Exceptions may be permitted only if express permission is granted from a staff member of the College for educational purposes.

4.2 Electronic Devices should not be used in any manner or place that is disruptive to the normal routine of the College.

Unacceptable Uses

5.1 Unless express permission is granted (see point 4.1 above), electronic devices should not be used to make phone calls, send SMS messages, surf the internet, take photos, listen to music or any other application of the device during school lessons and other educational activities, (eg assemblies). Students should only use their electronic devices before or after school.



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5.2 Electronic devices must not disrupt classroom lessons with ring tones or beeping.

5.3 Using electronic devices to bully or threaten other students is unacceptable and will not be tolerated. In some cases it can constitute criminal behaviour.

5.4 It is forbidden for students to “gang up” on another student and use their electronic devices to take videos and pictures of acts to denigrate and humiliate that student and then 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 without their consent. It is a criminal offence to use an electronic device to menace, harass or offend another person and almost all calls, text messages and emails can be traced.

5.5 Electronic devices 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.

5.6 Should there be repeated offences relating to electronic devices the responsible student may face disciplinary action as sanctioned by the Principal.

Theft or damage

6.1 Security is the responsibility of the student and the College will not investigate loss or theft.

6.2 Electronic devices that are found in the School and whose owner cannot be located should be handed to either the Primary or Secondary offices.

6.3 The School accepts no responsibility for replacing lost, stolen or damaged electronic devices.

Inappropriate conduct

7.1 Any student/s caught using electronic devices to cheat in exams or assessments will face disciplinary action as sanctioned by the Principal.

7.2 Any student who uses vulgar, derogatory, or obscene language while using electronic devices will face disciplinary action as sanctioned by the Principal.

7.3 Students with electronic devices 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.

7.4 Students using electronic devices to bully other students will face disciplinary action as sanctioned by the Principal.

Sanctions

8.1 Students who infringe the rules set out in this document will face having their devices confiscated by teachers. The electronic device would be taken to a secure place within the School and the student's parent/guardian informed. Appropriate arrangements would then be made for a parent/guardian to collect the electronic device.

8.2 Repeated infringements may result in the withdrawal of the agreement to allow the student to bring the electronic device to school. In the case of a breach of law the incident may be referred to the police.

8.3 The use of electronic devices to bully or cause public harassment of any member of the College community may result in the cancellation of a student's enrolment.

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