Parental Acknowledgement of Digital Mobile Device Policy for Years 3-6

Note: Digital Mobile Device includes (but not limited to) mobile phones, iPads (or similar tablets) netbooks and laptops.

1. Digital mobile devices may only be used at school at the direction and in a manner prescribed by the class teacher for activities linked to class learning programs.

2. Taking photos, video or recording voice of any individual or group is not allowed without permission from the teacher.

3. Students are responsible for the care of their devices and bring them to school at their own risk. The school will not accept liability for digital mobile devices that are lost, stolen or damaged.

4. Digital mobile devices may only access the internet via the schools wireless network (DETNSW). All other connections such as 3G and 4G must be switched off.

5. Students are responsible for bringing their devices to school fully charged and labelled for identification [The school can provide labels on request].

6. Consequences for breach of this policy will be determined by the Principal and may include confiscating the digital mobile device and/or banning an individual student from bringing their digital mobile device to school.

Tim Dodds
Principal

I have accessed the Chatswood Public School webpage and agree that I have read and understand Chatswood Public School’s ‘Digital Mobile Device Policy’ and I have discussed this policy with my child(ren).

http://www.chatswoodps.nsw.edu.au/

Student name: _______________________________ Class: ____________

Parent name: _______________________________

Signature: __________________________________ Date: _________

1. Purpose
1.1 The widespread ownership of digital mobile devices among children requires Chatswood PS to develop a policy for the use of digital devices at this school.
1.2 Chatswood PS has developed this Acceptable Use Policy so that potential issues involving digital mobile devices are clearly identified and understood in the hope that the benefits that digital mobile devices provide (such as increased safety) can continue to be responsibly enjoyed by our students.
1.3 Students, their parents or guardians must read and understand the Acceptable Use Policy before students are given permission to bring digital mobile devices to school.
1.4 The Acceptable Use Policy for digital mobile devices also applies to students during school excursions, camps and extra-curricular activities.

2. Rationale
2.1 Personal Safety and Security
Chatswood Public School accepts that parents give their children digital devices such as mobile phones to protect them from everyday risks involving personal security and safety including concerns about children traveling alone on public transport or commuting long distances to school. It is acknowledged that providing a child with a mobile phone gives parents reassurance that they can contact their child if they need to speak to them urgently while they are travelling to and from school.

2.2 Educational
The use of digital mobile devices in the classroom is to support active Learning pedagogy. Digital mobile devices can enhance and engage students with the learning process. Digital mobile devices may only access the internet via the schools wireless network (DETNSW). All other connections such as 3G and 4G must be switched off. Accessing the internet independently of the school’s proxy servers (ie by personal ISP) is not allowed in order to ensure cyber safety.
3. Responsibility

3.1 It is the responsibility of students who bring digital mobile devices to school to comply with the Acceptable Use Policy.

3.2 The decision to provide a digital mobile device to their child(ren) should be made by parents or guardians.

3.3 Parents should be aware if their child takes a digital mobile device to school their children are expected to obey the Acceptable Use Policy and any failure to do so could result in the digital mobile device being confiscated or a child being refused permission to bring their digital device to school in the future.

3.4 A student will not be given permission to have a digital mobile device at school until their parent/guardian has signed a copy of this policy. Parents/guardians may revoke approval at any time and should advise the school if they do so.

4. Acceptable Uses

4.1 Digital devices should be used at the teacher’s direction during classroom lessons. Students who do not do this may be dealt with under the schools discipline policy. If a parent/guardian needs to be able to contact their child because of exceptional circumstances they should discuss this need with the Principal. Parents are reminded that in cases of emergency, the school office remains a vital and appropriate point of contact and can ensure your child is reached quickly and assisted in any appropriate way.

4.2 While outside of the classroom but on school premises, during school hours, students should not use mobile devices unless under the direction of a teacher.

4.3 Digital devices should not be used in any manner or place that is disruptive to the normal routine of the school.

4.4 Students should protect their phone numbers by only giving them to people they know well and should tell their parents who they have given them to. They should not give their telephone numbers to people they have met over the internet. 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.

4.5 A student who receives an insulting, threatening or unpleasant voice, text and picture messages on their digital device should tell their parents immediately. If they receive it from a school student or while they are on the way to and from school they should tell their teacher immediately on arrival.
5. Unacceptable Uses

5.1 Unless express permission is granted by the teacher, digital devices should not be used to make calls, send SMS messages, surf the internet, take photos or use any other application during school hours. Students should only use their digital devices before or after school.

5.2 Digital devices must not disrupt classroom lessons with ringtones or beeping. Digital mobile devices which disrupt lessons in these ways may be confiscated and the student may be refused permission to take the digital device to school in the future.

5.3 Using digital devices to insult, tease, embarrass, bully and/or threaten other students is unacceptable and will not be tolerated at this school. Students who act in this way towards another student or a teacher will be dealt with under the school discipline policy. In some cases it can constitute criminal behaviour and the school may need to call the Police to come to the school.

5.4 Students who this happens to or who see this happening to another student should advise their teacher and their parents immediately. Students who do this won’t get into trouble but can get help for themselves or another student.

5.4 Students must not use their digital devices to take videos and pictures to embarrass and humiliate another student or staff member and then send the pictures to other students or upload it to a website for public viewing. Any student who does this will be dealt with under the school discipline policy. This also includes using digital mobile devices to photograph or film any student without their consent. It is a criminal offence to use a mobile phone to menace, harass or offend another person and almost all calls, text messages and emails can be traced.

5.5 Digital mobile 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 disruptions to lessons caused by a digital mobile device, the responsible student may face disciplinary actions as sanctioned by the Principal.

6. Theft or damage

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

6.2 To reduce the risk of theft during school hours, students who carry digital mobile devices are advised to keep them well concealed and not ‘advertise’ they have them.

6.3 Digital mobile devices that are found in the school and whose owner cannot be located should be handed to front office reception.
6.4 The school accepts no responsibility for replacing lost, stolen or damaged digital devices.
6.5 The school accepts no responsibility for students who lose or have their digital devices stolen while traveling to and from school.
6.6 It is strongly advised that students use passwords/pin numbers to ensure that unauthorised phone calls cannot be made on their phones (eg by other students, or if stolen). Students must keep their password/pin numbers confidential. Digital devices and/or passwords may not be shared.
6.7 Lost and stolen digital devices in Australia can be blocked across all networks making them virtually worthless because they cannot be used.

7. Inappropriate conduct
7.1 Any student/s caught using a digital mobile device 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 a digital mobile device will face disciplinary action as sanctioned by the Principal.
7.3 Students with digital mobile 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. Students using digital mobile devices inappropriately will be dealt with under the school discipline policy and if necessary will be reported to the Police.
7.4 If a digital mobile device is confiscated in relation to a matter in which the police have been called the Police will be asked if they wish to view the image or messages on the phone. If they wish to do so then the device will not be returned until the Police have given permission for this to occur.

8. Sanctions
8.1 Students who do not obey this policy could have their devices confiscated by teachers. The digital mobile device would be taken to a secure place within the school and the student’s parent informed. Appropriate arrangements would then be made for the parents to collect the digital mobile device.
8.2 Repeated infringements may result in the withdrawal of the agreement to allow the student to bring the digital mobile device to school.
8.3 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 or guardian would be notified immediately.
9. Parents

9.1 Parents will be asked to turn phones off when volunteering in classrooms and attending assemblies and meetings so that there is no disruption to the school’s programs.

Effective: 23rd May 2012
Updated: 15th August 2013

EVALUATION

This policy will be reviewed in 2014 or earlier if there is any change to use of technology