



“A united community where everybody has responsibility in preparing youth for their future.”
CHALLENGE EMPOWERMENT RESILIENCE RESPECT

Mobile Technologies Policy

Euroa Secondary College accepts that parents provide their children with mobile phones. The use of personal ICT equipment/devices, including mobile phones and smart watches, falls under this Mobile Phone Policy. Students are not permitted to use any other form of electronic communication device other than those agreed to through the use of the College’s User Agreement.

Responsibility:

- 1.1 It is the responsibility of students who bring mobile phones (incl. smart watches) onto College premises to adhere to the guidelines outlined in this document. Students may only use mobile phones once out of the College premises. Mobile phone (or other like devices) must not be visible and will be confiscated if used on school grounds and at school events unless the Principal or a staff member has granted an exemption.
- 1.2 Parents should be aware whether or not their child takes a mobile phone/smart watch onto college premises.
- 1.3 Students who require technology specific individual learning needs are able to use these but will require written permission from the Disability Liaison teacher.
- 1.4 Mobile phones which are found in the College and whose owner cannot be located are handed to Administration Office.
- 1.5 The College accepts no responsibility for replacing lost, stolen or damaged mobile phones/smart watches.
- 1.6 The College accepts no responsibility for students who lose, damage or have their mobile phones stolen while travelling to and from school.
- 1.7 It is strongly advised that students use passwords/pin numbers to ensure that unauthorised phone calls cannot be made on their phones and smart watches (e.g. by other students, or if stolen). Students must keep their password/pin numbers confidential. Mobile phones (including smart watches) and/or passwords may not be shared.
- 1.8 Students protect the privacy and dignity of individuals and security of information, to maintain the high public standing of the College and compliance with State and Federal laws.
- 1.9 Mobile phones and smart watches are not to be used within the school yard for the purpose of making or receiving phone calls, sending or receiving messages or the like, accessing social media or other web based applications.
- 1.10 The use of headphones is not permitted on campus unless under the instruction of a teacher when being used for educational purposes. The College strongly advises that for safety reasons headphones are not used when students are travelling to and from school, eg. walking, riding a bike, moving on and off buses.
- 1.11 Any mobile phone (or other like device) being used between the hours of 8:50 am and 3:20 pm without teacher/Principal permission will be confiscated. A parent may be asked to collect these devices.
- 1.12 Parents are reminded that in cases of emergency, the College Administration remains a vital and appropriate point of contact and can ensure your child is reached quickly. Phone calls received at school from parents will be passed onto students in the next available break time and phone calls home to parents can be made by the office in exceptional circumstances with teachers permission.

2. When using a digital device as a camera all students are expected to:

- 2.1 Only take photos and record sound or video with the permission and instruction of the teacher when it is part of a lesson.
- 2.2 Seek permission from individuals involved before taking photos, recording sound or videoing them (including teachers). Please note: some students are not allowed to have photos taken. This record is with the office.
- 2.3 Seek appropriate (written) permission from individuals involved before publishing or sending photos, recorded sound or video to anyone else or to any online space.
- 2.4 Seek permission from the Principal before uploading any image, sound or recording taken at Euroa Secondary College or any image of any students in uniform.
- 2.5 Be respectful in the photos that are taken or video that is captured and never use these as a tool for bullying or harassing.

Evaluation:

This policy will be reviewed as part of the school's three year review cycle.

This policy was last ratified by College Council in December 2018