



Clarence Valley
ANGLICAN SCHOOL

Electronic Device Policy

Electronic Device Policy		
Policy Last Review September 2020	Review Date and Frequency Every two years	Responsible for Review Principal
Recommended By School Executive	Approved By School Executive	Approval Date 14 September 2020

INTRODUCTION

Clarence Valley Anglican School has established the Electronic Device Policy to provide guidelines for the appropriate use of electronic devices for teachers, students and parents.

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

RATIONALE

Personal Safety and Security

As a regional school, the School 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.

Benefits of Electronic Devices

Clarence Valley Anglican 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 Policy and in-class use is sanctioned by the class teacher.

Responsibility

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

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

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

Permission to have an electronic device at school while under the School's supervision is contingent on parents/guardians and students being aware of these guidelines to understand the conditions of acceptable use.

Acceptable Uses

Examples of electronic devices covered by the acceptable and unacceptable uses guidelines below include, but are not limited to: laptops, mobile phones, smart watches, iPads, Android devices, recording devices, headphones and earphones.

Specific information about the acceptable use of mobile phones is contained in the Mobile Phone Policy.

While CVAS encourages the use of chrome books and laptops in the classroom for educational purposes and study environment, it does not extend to the School grounds during break times and between classes. 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 School for educational purposes.

Electronic devices should be locked securely in lockers provided by the School during break times and when not in use.

Classroom use is at the discretion of the individual teacher in each lesson. While not in use, all devices should be clearly visible in the classroom on the desk.

Unacceptable Uses

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

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

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.

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.

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

Theft or Damage

Electronic devices that are found in the School and whose owner cannot be located should be handed to Reception.

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

Inappropriate Conduct

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

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

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.

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

Sanctions

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 would not be available to the student until the end of the day. If a student has their mobile phone confiscated for the third time, then parents/guardians will be contacted and appropriate arrangements would then be made for a parent/guardian to collect the electronic device.

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.

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

RELATED DOCUMENTS

- *ICT Network and Internet Policy*
- *Mobile Phone Policy*