

## SCM-PR-003: Appropriate Use of Mobile Telephones and other Electronic Equipment by Students

Schools can make reasonable rules about the acceptable or appropriate use of mobile telephones (and other electronic equipment) at school.

### Relevant legislation and policy

- [Education \(General Provisions\) Act 2006](#)  Chapter 12 Parts 1-4 <http://www.legislation.qld.gov.au/LEGISLTN/CURRENT/E/EducGenPrA06.pdf>
- [Education \(General Provisions\) Regulation 2006](#)  Part 4 <http://www.legislation.qld.gov.au/LEGISLTN/CURRENT/E/EducGenPrA06.pdf>  
Substantive policy
- [The Code of School Behaviour](#) *(new window)*  <http://education.qld.gov.au/publication/production/reports/pdfs/code-school-behaviour.pdf>  
Related procedures
- [SMS-PR-021: Management of Behaviour in a Supportive School Environment - Schools and Discipline](#) /strategic/epr/students/smspr021/

### Statement of intent

In making reasonable rules about what students can and cannot bring to school, schools can ban anything which is illegal, dangerous or is likely to cause disruption or harm to the smooth running of the school and the education of other students. The use of mobile telephones and other electronic equipment by students at school, if unmonitored, can become disruptive.


Schools may develop procedures addressing the acceptable use of mobile telephones, pagers, portable CD and MP3 players, Personal Digital Assistants and similar electronic devices by students at school or during school-related activities (including school excursions, camps and extra-curricula activities).

In some circumstances, mobile telephones, and those with the capacity to record digital images can be appropriately incorporated into the learning program. Otherwise, except in times of genuine emergency or if the use is a sanctioned part of the educational program, mobile telephone use should be restricted.

Mobile telephones and other electronic equipment are used at their owners' risk. No liability will be accepted by the school or college in the event of loss, theft or damage to any device unless it can be established that the loss, theft or damage resulted from the department's negligence.

### Responsibilities

Principals:

- In consultation with the school community, determine whether a mobile telephone policy (for example, an Acceptable Use Policy) is required at the school;
- Consult [Australian Mobile Telecommunications Association](#)  to obtain a template which can be used in creating a School Acceptable Use Policy;
- In consultation with the school community, incorporate the possible use of mobile telephones as a means of bullying when developing the Responsible Behaviour Plan for Students;
- If a policy is developed, incorporate a written agreement into school's enrolment agreement;
- Clearly and regularly advise students, parents and guardians of the school's expectations with regard to the use of these devices at school;
- Ensure that appropriate action is taken against any student who photographs or films other individuals without their consent or who sends harassing or threatening messages;
- Ensure that disciplinary action is to be taken against any student who is caught using a mobile telephone to cheat during exams or assessments; and
- Advise school communities that any of the following may be included in the school's policy:
  - The importance of students displaying courtesy, consideration and respect for others whenever they are using a mobile telephone;
  - Mobile telephones should not be used in any manner or place that is disruptive to the normal routine of the school;
  - Mobile telephones use during class is disruptive to the learning environment of all students and is to be discouraged;
  - Students should have all their electronic equipment switched off and out of sight during classes;
  - Students should only use their mobile telephones before or after school, or during recess and lunch breaks;
  - In-phone cameras are not to be used anywhere a normal camera would be considered inappropriate, such as in change rooms or toilets; and
  - Students wishing to use these devices in special circumstances should negotiate arrangements with relevant school/college staff.

Students:

- Ensure that their mobile telephones or other items of value are always stored in a safe and secure place.
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