

GUIDELINES:	APPROPRIATE USE OF MOBILE TELEPHONES
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Schools and colleges can make reasonable rules about what students can and cannot bring to school. They 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 phones, pagers, Walkmans and similar devices in class is disruptive to the learning environment of all students and should be discouraged. Students wishing to use these devices in special circumstances should negotiate arrangements with relevant school/college staff.

Schools and colleges should regularly advise students, parents and carers of their expectations in respect of these devices. They should also be reminded that no liability will be accepted by the school or college in the event of the loss, theft or damage of any device unless it can be established that the loss, theft or damage resulted from the department's negligence.

Primary schools, high schools and colleges may have different expectations regarding the use of mobile phones by students. Schools are expected to develop a policy statement and set of procedures which provide guidelines for the appropriate use of mobile phones during school hours. The following points may be useful in the development of this policy:

- There are times when it is genuinely appropriate and beneficial for students to have access to a mobile phone. Students may, for example, need to contact parents in emergencies or to confirm or change a collection time after school. However except in times of genuine emergency, mobile phone use should be restricted.
- It is important that students display courtesy, consideration and respect for others whenever they are using a mobile phone.
- Mobile phones should not be used in any manner or place that is disruptive to the normal routine of a school.
- Students should have their mobile phones switched off and out of sight during classes.
- Students should only use their mobile phones before or after school, or during recess and lunch breaks.

- Mobile phones are not to be used or switched on inside toilets and change rooms.
- It is recommended that appropriate action be taken against any student who photographs or films other individuals without their consent, downloads and displays inappropriate material including pornographic images or who sends harassing or threatening text messages (sms) or multimedia messaging (mms) messages.
- Students should ensure that their phones are always stored in a safe and secure place.
- Mobile phones are used at their owners' risk. No liability will be accepted by the school or college in the event of the loss, theft or damage of any device unless it can be established that the loss, theft or damage resulted from the department's negligence.

Should you require any assistance in formulating guidelines on the use of mobile telephones at school, please contact the Policy Officer (ETD) on 6205 8212.

If you have any inquiries of a legal nature, please contact Legal Liaison on 6205 9151.