

At Blackwood High School, we acknowledge that mobile communication and social media feature significantly in the lives of our students and families. Student responsibility for the appropriate use of Mobile Communication devices at school is required at all times, and must be in accordance with and reflect our Culture of Respect.

Purpose

The purpose of this policy is to set acceptable behaviour and use of mobile communication devices and social media where it concerns Blackwood High School. This policy emphasises the rights and responsibilities of all school community members and promotes the responsible use of Mobile Communication devices.

Definitions

- Social media – All social network sites e.g. Facebook, Twitter, and LinkedIn, YouTube, TikTok, Snapchat, Instagram and any others not identified.
- Mobile Communication Device - all electronic devices including, phones, laptop, ipad, ipod, music devices and any others not identified.

Use of Mobile Communication and Social Media

Mobile Communication devices have many capabilities and therefore must not be used to invade the privacy of others or to display and or distribute illegal material. Social media may only be used during recess and lunch breaks and must be switched off during lessons. Communication devices including phones and smart watches are not to be used in any class or study periods.

Any usage of Social Media that interferes, disrupts or harasses others is not acceptable and is a serious breach of our Culture of Respect. This includes, but is not limited to:

- An infringement on the privacy of another person
- Propagation of any form of malicious software
- Harassment and/or bullying of another individual or group
- Collection, possession and/or distribution of material obtained without a person's consent
- Sending/posting of materials or comments deemed to be offensive, hateful, threatening, pornographic, racist or incites violence.

Student's responsibilities

- Students who choose to bring mobile communication devices to school must accept responsibility for their care. As with any other personal items, the school cannot take any responsibility for devices that are lost, damaged or stolen.
- Communication devices such as mobile phones must be turned off and out of sight during all lesson times, assemblies and other school functions. This includes all types of headphones.
- Students are not to make any phone calls, text messages or access social media during lesson times on their devices (including smart watches).
- Photos and/or videos are not to be taken of other students or staff members without their permission.
- Students are not to access content which is not permitted at school.
- Students **may** use their devices during break times.

****At times, teachers may give permission for individual students to use their mobile communication device to support learning. This is at the teacher's discretion.***

Parent/Caregiver responsibilities

- Do not phone or message your son/daughter during the times that they are in lessons. Please contact the school if an urgent matter occurs and the student will be supported when necessary.
- Do not give your son/daughter permission, via their mobile communication device, to leave school. The school has duty of care and must be able to account for all students at all times. For your child's safety, always communicate through the Student Wellbeing Centre.
- Discourage the use of any inappropriate social media which may be offensive to others or deemed as harassment of any type. If parents/caregivers become aware of any postings which may harm the reputation of the school, ask for these to be removed and inform the school.

Teacher's responsibilities

Teachers have the responsibility to ensure a safe and productive classroom environment.

- Clear expectations about communication devices will be conveyed to students at the beginning of each year and the start of each term.
- Teachers will actively monitor student use of communication devices during lessons and remove devices if being used inappropriately.
- Teachers will have their phones on silent or turned off during lessons, assemblies, meetings, interviews and formal school functions.
- Where necessary, the teacher has the right to confiscate any communication device, for any breach of the policy. The device will be placed in an envelope and delivered to the Student Wellbeing Centre where the student/ parent/ caregiver is able to collect it at the end of the day.
- Teachers working in isolated areas of the school or in areas without access to landline telephones will be encouraged to have their communication devices with them.

Non-compliance of the Policy

Inappropriate use of Mobile Communication Devices and Social Media will be addressed in conjunction with the Responsible Behaviour Policy, Harassment and Bullying Policy, Computer access agreement and the Digital Citizenship Policies.

**If Principal, Deputy Principal or Assistant Principal have reasonable grounds to suspect an action is illegal the matter will be reported to the South Australian Police.*