



MANGO HILL
STATE SECONDARY COLLEGE

The Use of Personal Technology Devices

The following acceptable use policy refers to all personal technology devices used by students within the college grounds and at college events/activities e.g. excursions. Personal Technology Devices include, but are not limited to, games devices (such as Portable gaming devices), laptop computers, PDAs, cameras and/or voice recording devices (whether or not integrated with a mobile phone or MP3 player), mobile telephones, iPods®, smart watches and devices of a similar nature.

The policy applies to the use of personal electronic devices/associated equipment (inc. headphones, earbuds) on school premises, travelling to and from school, in school uniform and during school excursions, camps and extra-curricular activities.

Personal electronic devices/associated equipment are brought to school at the owners' risk. The college will not accept liability in the event of loss/theft/damage of any device. If a student has chosen to bring a personal technology device/associated equipment to the College, they must only operate them in accordance with the following:

- All devices must be switched off and out of sight while on College premises before and after school, during breaks, transitions and lesson times unless under the direction of college staff
- If students require urgent access to a phone, they should use a college phone at the Administration Building;
- Students must display courtesy, consideration and respect for others whenever they are using any personal technology device/associated equipment
- Devices with built-in cameras are not to be used anywhere a normal camera would be considered inappropriate, such as in change rooms or toilets;
- Students must not take photographs or images of teachers, ancillary staff, other students or visitors to the college without their consent and knowledge
- Students must not make/send harassing or threatening calls/messages
- All digital devices including mobile phones are brought to the college at their owner's risk. No liability will be accepted by the college in the event of loss, theft or damage to any device
- Secure storage for mobile phones and other digital devices is available at the college Administration only. Students are responsible for the secure storage of their device(s) if not stored at the college Administration
- Please refer to individual teachers for acceptable use of any digital devices on college excursions, camps and extra-curricular activities
- Students wishing to use devices in special circumstances should negotiate arrangements with relevant staff.

Consequences of failure to comply with college policy

- Students identified as using a personal electronic device and/or associated equipment inappropriately will be directed to hand the device(s) in to the college Administration Building. The device will be made available for collection at the end of the school day. If a student's personal electronic device and/or associated equipment has been confiscated more than three times within a term, a parent will be required to collect it from the College Administration. Further confiscation will result in the item(s) being surrendered to the College Administration on a daily basis
- Students involved in recording or photographing staff or students or disseminating such material may be subject to discipline as outlined in the Student Code of Conduct
- Staff will assume students in possession of a personal electronic device during exams or assessments are cheating. Disciplinary action will be taken against any student who is caught using a personal electronic device during exams or assessments
- Students identified as using a personal electronic device in violation of the law will be reported to the Queensland Police Service (QPS). Devices potentially containing evidence of criminal offences will also be reported to QPS.

Note: Please also refer to the Mango Hill State Secondary College Student Code of Conduct, which details further policy regarding personal technology devices.