Audio and Digital Devices Policy for Mobile Phones and iPods/MP3s/Audio Devices, Digital Cameras and other Electronic and Recording Devices

Purpose
The ownership of mobile phones and iPods/MP3s/audio devices, digital cameras and other electronic and recording devices requires that school staff, students, and parents/carers take steps to ensure that they are used responsibly. This Acceptable Use Policy is designed to ensure that potential issues (such as mobile and electronic device etiquette) can be clearly identified and addressed; ensuring the benefits that mobile phones provide (such as increased safety) can continue to be enjoyed by our students. Marymount College has established the following Acceptable Use Policy for mobile phones and iPods/MP3s/audio devices, digital cameras and other electronic and recording devices that provides staff, students and parents/carers with guidelines and instructions for the appropriate use of these devices during school hours. In order for students to carry mobile phones and iPods/MP3s/audio devices, digital cameras and other electronic and recording devices during school hours, students and their parents/carers must first read and understand the Acceptable Use Policy. The Acceptable Use Policy for mobile phones and iPods/MP3s/audio devices, digital cameras and other electronic and recording devices also applies to students during school excursions, camps and extra-curricular activities.

Rationale
Marymount College accepts that parents/carers give their children mobile phones to protect them from everyday risks involving personal security and safety. It is acknowledged that providing a child with a mobile phone gives parents/carers reassurance that they can speak with their children quickly. Marymount College accepts that parents/carers give their children iPods/MP3s/audio devices, digital cameras and other electronic and recording devices for their personal entertainment.

Responsibility
It is the responsibility of students who bring mobile phones and iPods/MP3s/audio devices, digital cameras and other electronic and recording devices onto school premises to adhere to the guidelines outlined in this document. Parents/carers should be aware of these guidelines and consequences if their child takes mobile phones and iPods/MP3s/audio devices, digital cameras and other electronic and recording devices onto school premises.

Acceptable Uses
Mobile phones and iPods/MP3s/audio device, digital cameras and other electronic and recording devices must be switched off during school hours unless it is used for educational purpose. In case of an emergency, parents/carers should contact the school. In this way girls can be contacted and assisted in an appropriate manner.

Unacceptable Uses
Unless express permission is granted to the contrary, mobile phones MUST NOT be used to make calls, send SMS messages, surf the Internet or any other application during school hours. Similarly, iPods/MP3s/audio devices, digital cameras and other electronic and recording devices are not to be used to listen to music, record others or take photos etc during school hours, unless they are used for student learning. If they are required for learning purposes, a teacher will grant permission for specific use of the device and once it has been used it must be returned to the student’s locker. The use of mobile phones and iPods/MP3s/audio devices, digital cameras and other electronic and recording devices to take photographs, video images or recording of others on the school premises is not permitted unless approved by a teacher. Should there be any use of mobile phones and iPods/MP3s/audio devices, digital cameras and other electronic and recording devices during school hours without permission, the student responsible will have their mobile phones and iPods/MP3s/audio devices, digital cameras or other electronic and recording devices confiscated. Parents/carers will need to contact the Teacher who confiscated the device, in order to have the device returned to the student.