

The Use of Personal Technology Devices at Aviation High School

This policy reflects the importance the school places on students displaying courtesy, consideration and respect for others whenever they are using personal technology devices.

Communication Device (including mobile phones) Policy

The school recommends that communication devices be left at home as there is a risk of damage or theft. However, if communication devices are brought to school they are to be switched off and out of sight during lessons and organised school activities (this applies to school excursions, camps and extra-curricular activities). It may also be handed in to the office and a receipt for collection will be provided.

Devices must be turned off and out of sight during classes and assemblies unless they are used during a lesson under the direction of a teacher.

Devices may not be used at morning and afternoon break times, before and after school.

Students who need to contact parents or guardians must see a Deputy Principal.

Music Devices – The school is aware that students may wish to use a personal music device (MP3 player, i-Pod or other such instrument) for their commute to the school.

All such items are to be OFF during school time. These items are not conducive to effective learning, distract other students and teachers, and may interfere with the student's capacity to be aware of teacher instruction and emergency warnings.

Any such music devices are brought to school at their owner's risk. No liability will be accepted by the school in the event of loss or damage. Students should ensure that these items are always stored in a safe and secure place. (The school office is available).

Recording voice and Images

Every member of the school community should feel confident about participating fully and frankly in all aspects of school life without concern that their privacy is being invaded by them being recorded without their knowledge or consent.

We uphold the value of trust and the right to privacy at Aviation High School. Students using personal technology devices to record inappropriate behaviours or incidents (such as vandalism, fighting, bullying, staged fighting or pranks etc.) to disseminate to others (including distribution by phone or internet posting) build a culture of distrust and disharmony.

Students must not record images anywhere that recording would not reasonably be considered appropriate (e.g. in change rooms, toilets or any other place where a reasonable person would expect to be afforded privacy).

Recording of events in class is not permitted unless express consent is provided by the class teacher.

A school student who uses a personal technology device to record private conversations, ordinary school activities or violent, illegal or embarrassing matter capable of bringing the school into public disrepute is considered to be in breach of this policy.

Even where consent is obtained for such recording, the school will not tolerate images or sound captured by personal technology devices on the school premises or elsewhere being disseminated to others, if it is done for the purpose of causing embarrassment to individuals or the school, for the purpose of bullying¹, including racial and sexual harassment, or where without such intent a reasonable person would conclude that such outcomes may have or will occur.

Students involved in:

recording; and/or disseminating material (through text messaging, display, internet uploading etc.); and/or

knowingly being a subject of a recording

Breach of this policy may be subject to disciplinary action (including suspension and proposal/recommendation for exclusion).

Students should note that the recording or dissemination of images that are considered indecent (such as nudity or sexual acts involving children), is against the law and if detected by the school will result in a referral to the Queensland Police Service.

Confiscation

Any personal technology devices used contrary to this policy on school premises will be confiscated by school staff. A receipt for the item/s will be provided to the student by the school office. They will be made available for collection from the school office at the end of the school day unless required to be kept for purposes of disciplinary investigation, when it will only be returned in the presence of a parent.

Devices potentially containing evidence of criminal offences may be reported to the police. In such cases police may take possession of such devices for investigation purposes and students and parents will be advised to contact Queensland Police Service (QPS) directly.

Text communication

Using a device to send text messages is a breach of school policy. The sending of text messages that contain obscene language and/or threats of violence may amount to bullying and/or harassment or even stalking, and will subject the sender to discipline and possible referral to QPS. Students receiving such text messages at school, should ensure they keep the message as evidence and bring the matter to the attention of the school office.

Assumption of cheating

Personal technology devices may not be taken into or used by students at exams or during class assessment unless expressly permitted by staff. Staff will assume students in possession of such devices during exams or assessments are cheating. Disciplinary action will be taken against any student who is caught using a personal technology device to cheat during exams or assessments.

Recording Private Conversations and the *Invasion of Privacy Act 1971*

It is important that all members of the school community understand that under the *Invasion of Privacy Act 1971*, 'a person is guilty of an offence against this Act if the person uses a listening device to overhear, record, monitor or listen to a private conversation'. It is also an offence under the Act for a

¹ Education Queensland does not tolerate bullying behaviour at schools. This includes bullying conducted by electronic means.

person who has overheard, recorded, monitored or listened to a conversation to which s/he is not a party to publish or communicate the substance or meaning of the conversation to others.

Students need to understand that some conversations are private and therefore to overhear, record, monitor or listen to such private conversations may be in breach of this Act, unless consent to the recording is appropriately obtained.

Special Circumstances Arrangement

Students who require the use of a personal assistive technology device in circumstances that would contravene this policy (for example to assist with a medical condition or other disability or for a special project) should negotiate a special circumstances arrangement with the Deputy Principal or Principal.

Inappropriate behaviour outside of school hours

Students may receive disciplinary consequences for bullying or cyber bullying or other inappropriate online behaviour that occurs out of school hours, and affects the good order and management of the school.