

Ingham State High School

Procedures for the use of CD players/MP3 players/walkmans/mobile phones by students during school hours

Ingham High has a ban on bringing CD players/MP3 players/walkmans/mobile phones to school, and will discipline in line with the school's Responsible Behaviour Plan for Students, any students who are caught bringing these devices to school.

No liability will be accepted by Ingham High 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 school's negligence.

There are times when it is genuinely appropriate and beneficial for students to have access to a mobile phone after school. Students may, for example, need to contact parents to confirm or change a collection time after school. Should this be the case, then parents, students or carers should negotiate bringing the phone to school and leaving it in the office to be collected when departing from school.

These guidelines will generally apply to students during school excursions, camps and extra-curricular activities, unless otherwise negotiated:

- If given special permission to carry a mobile phone, students should have their mobile phone switched off and out of sight during classes.
- If given special permission to carry a mobile phone, students should only use their mobile phone before or after school, or during recess and lunch breaks.
- It is important that students display courtesy, consideration and respect for others whenever they are using a mobile phone (IF given special permission).
- Mobile phones should not be used in any manner or place that is disruptive to the normal routine of a school (when given special permission).
- In-phone cameras are not to be used anywhere a normal camera would be considered inappropriate, such as in change rooms or toilets.
- Appropriate disciplinary action, in accordance with the school's Responsible Behaviour Plan for Students, will be taken against any student who photographs or films other individuals without their consent, or who sends harassing or threatening messages. Disciplinary action will also be taken against any student/s who is/are caught using a mobile phone to cheat in exams or in assessment.
- If given special permission to carry a phone, students should ensure that their phones are always stored in a safe and secure place.

Consequences of not following the Policy:

First Offence	Device (phone, MP3 etc) is handed into the office and collected at the end of the day after speaking with the Deputy Principal/Principal.
Second Offence	Device is handed into the office and collected at the end of the day from the Deputy Principal/Principal. Students are warned that if there is a third offence, the device will be held until a parent/caregiver is able to collect the device after discussion with the Deputy Principal/Principal.
Third Offence	The device is held at the office until a parent/caregiver is able to collect it, after discussion with the Deputy Principal/Principal.

Further offences will be treated as wilful disobedience.

In anticipation, I thank you for your support in this matter.

Justin Kuskie
Principal