

POLICY: USE OF PERSONAL TECHNOLOGY AT ROTORUA LAKES HIGH SCHOOL

Rationale

It is acknowledged that students may bring a cell phone to school for convenience, eg. to contact home after an after school tutorial or sports practice.

Guidelines

1. Students may communicate with home/parents using the normal school phone system with the permission of the Duty Dean.
2. If the need to use a cell phone arises during class time, the student must report to the Duty Dean and use the cell phone in the foyer area.
3. No responsibility will be taken for the theft of a cell phone from a student.
4. Cell phones must be switched off and kept in students' bags, during
 - House Group
 - All classes
 - Assemblies
 - Examinations / Assessments
 - Unless the class teacher has given permission for use e.g. to connect to internet, access diary to record homework or to photograph work on board etc.
5. If a student is found using a phone or it interrupts learning, it will be confiscated by staff and kept by the Deputy Principal. Cell phones will be returned after school on Fridays. If it is confiscated on a Friday, then it is returned the following Friday.
6. A cell phone will be returned earlier than a Friday only if the parent/caregiver collects it in person from the Deputy Principal
7. For a third infringement Parents/Caregivers will have to collect the cell phone
8. Students must not take photos/videos of other students/staff/visitors without permission.
9. Students should not lend their cell phone to other students.
10. In approach to use of a cell phone at school may involve the student being sent home under Section 27 of the Education Act, or stand down from school.
11. Harassment/bullying of students via electronic means will be considered serious misconduct.
12. Use of cell phones in assessments/exams will be considered as serious misconduct and therefore placing the result at risk.

USE OF OTHER FORMS OF PERSONAL TECHNOLOGY (I-PODS, MP3)

Guidelines

1. Students may use I-Pods and MP3's out of class only.
2. No responsibility will be taken for the theft of an I-Pod or MP3.
3. If a student is found using an I-Pod or MP3 or it interrupts learning, it will be confiscated by staff and kept by the Deputy Principal. I-Pod/MP3 players will be returned after school on Fridays. If confiscated on a Friday, then the P-Pod or MP3 is returned the following Friday.
4. An I-Pod or MP3 will be returned earlier than a Friday only if the parent/caregiver collects it in person from the Deputy Principal.
5. For a third infringement Parents/Caregivers will have to collect the I-Pod or MP3.
6. Students should not lend their I-Pod or MP3 to other students.
7. Misuse of an I-Pod or MP3 player at school may involve the student being sent home under Section 27 of the Education Act, or stand down from school.
8. Use of I-Pod or MP3 in assessments/exams will be considered as serious misconduct and therefore placing the result at risk.

REVIEW: This policy will be reviewed according to the Board of Trustees' triennial Programme of self-review 2018

DATE CONFIRMED: 30 June 2015