

## **Code of Conduct for the use of Technology at School:**

### **A: Personal Electronic Devices (includes phones, cameras, laptops, tablets, music/media devices etc.)**

- A copy of the policy for “The Use of Personal Electronic Devices” is available on the school website, [www.tweedriver-h.schools.nsw.edu.au](http://www.tweedriver-h.schools.nsw.edu.au). The main points are:
- Students bringing their own devices (BYOD) to school do so at their own risk and must take full responsibility for these devices.
- The school accepts no responsibility for the safe storage, recharging, loss or damage to these devices when at, or travelling to and from school.
- Teachers will decide how, when and where these devices will be used at school, particularly in classes.
- Students must not use these devices to disrupt the learning environment or the operation of the school.
- It is expected that phones and media players must be switched off and remain out of sight during class time.
- Misused devices may be confiscated by teachers. If confiscated, devices will be stored at the school office until the end of the day. In repeat cases parents will be required to collect the device from the office on behalf of the student.
- Devices must not be connected to any school equipment or network infrastructure without the express permission of school staff.
- Students using these devices to threaten, bully, intimidate or otherwise harass other people at any time can expect disciplinary and/or police action to result.
- Inappropriate use of these devices will be dealt with under the school discipline policy. Consequences may include suspension and restrictions on access for periods of time.

### **B: Using the School Computers, Network and Student Netbook Computers.**

A copy of the complete Tweed River High School “Technology Code of Conduct” is available on the school website, [www.tweedriver-h.schools.nsw.edu.au](http://www.tweedriver-h.schools.nsw.edu.au). The main points are:

- Keep your password secure – do not give it to anyone. Change it regularly.
- Any vandalism to the schools’ computer hardware or software systems will result in the cancellation of system privileges and other disciplinary action.
- Inappropriate use of the internet or cyber bullying will result in the cancellation of system privileges and other disciplinary action.
- Students are responsible for the charging, maintenance and security of their netbooks.
- Students who are suspended for a computer related offence will have their school netbook confiscated or their personal device permissions and access to the network withdrawn. The period of withdrawal is five weeks for a short suspension and ten weeks for a long suspension.