

22 June 2017



## PLC SYDNEY MOBILE TECHNOLOGY POLICY

### Rationale:

Mobile technology has the potential to help our students be connected, creative, collaborative and organised. Used in a productive and efficient way, mobile technology facilitates learning and communication. However, when misused, the consequences are detrimental to the academic potential and wellbeing of young people. At PLC Sydney we want our students to be responsible and respectful users of their mobile technology in relation to themselves and others. Given the fast rate of change in mobile technology in recent years, it is important that we take a scaffolded approach in allowing students to manage their learning and wellbeing responsibly and help them grow into ethical and considerate users of technology. This policy is written with these considerations in mind.

### Guidelines:

The use of the term mobile device means any phone, tablet, or other handheld internet connected device.

Students in Years 7 - 12 are permitted to bring their mobile devices to school. They are permitted to use their mobile device before school, at recess and at lunchtime and after school.

Students should not have mobile devices turned on during any lesson, school event or function. Use of mobile device during a lesson is at the discretion of the classroom teacher.

Mobile devices cannot be carried into an examination or assessment task. Students are not to access their mobile devices between classes. This is to allow the students a short period to refresh their mind and to refocus on the lesson ahead rather than "checking their messages". Students in Years 7 to 9 who use their mobile device between lessons will have it confiscated and handed to the Deputy Principal.

Walking and talking/texting/scrolling is highly discouraged. This for the safety and consideration of all members of the PLC Community.

22 June 2017



Students are encouraged to use their mobile devices to access school emails and the PLC PLACES portal for notices and timetables.

Each student is responsible for maintaining security of her own mobile device.

All students in Year 7, 8 and 9 are required to have the "Family Zone" app installed on all their mobile devices. This includes all mobile devices and laptops. Parents and guardians will be required to register with Family Zone via the PLC Sydney Family Zone Website. Each device must be registered with Family Zone by entering the relevant "Key" into each mobile device and laptop.

Registering with PLC Family Zone will give the school the capacity to control what applications the students can access on their mobile devices and when they can access them during school hours.

Students in Year 7, 8 and 9 who do not have the Family Zone app installed on their mobile device will not be permitted to use their mobile device at school. Those students found using their mobile device who do not have the Family Zone app installed will have their device confiscated. Parents will be contacted and asked to come to the school to collect the mobile device.

Students in Years 10, 11 and 12 will not be required to have the Family Zone app installed on their mobile technology unless they do not adhere to the updated PLC internet policy.

## WHEN USING THE INTERNET AND PLC SYDNEY FACILITIES:

Students need to be aware that:

- all activity on the Internet is monitored and logged
- all material viewed is scanned for viruses
- all the content viewed is scanned for offensive material
- your PLC Sydney email address is to be used for educational purposes only
- personal emails should be sent using a personal email address.

**Any breach of the guidelines below may result in exclusion from use of College facilities. Activity deemed to be illegal will be reported to the appropriate authority.**

22 June 2017



Students should:

- use the Internet only for educational purposes within the College
- be familiar with the College protocols on Appropriate Academic Conduct and the NESA course All My Own Work in order to observe the legal protections of copyright
- take great care to ensure their safety and the safety of others by not releasing any personal information (such as names, addresses, telephone numbers, photographs) and not agreeing to meet anyone contacted on the Internet, except where such activities occur within a secure area set up by the College
- be respectful of others at all times by using appropriate language in communicating with teachers, fellow students and others.

Students should not:

- attempt to find or transmit any obscene, pornographic, racist, violent, illegal or other unacceptable or offensive material or comments. They **should** report the accidental access of any such material to a staff member
- send anonymous messages or attempt to take on the identity of anyone else when using the Internet
- disclose their security details (password) or use the details of any fellow students
- attempt to breach the security systems of the College
- submit any material copied from the Internet as their own work (plagiarism), without using appropriate referencing protocols.

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