



Musgrave Hill State School eLearning Code of Behaviour

1. When I use my mobile device I agree to:
 - bring my device to school every day charged and in good working order;
 - have the correct apps for learning;
 - have at least 2GB free space to school work;
 - regularly update software and apps;
 - be the only user of the device;
 - always leave my device in the locked classroom during break times;
 - use it for learning purposes as directed by my teacher;
 - act responsibly and not use the device to find, create or send information that might be harmful, inappropriate or hurtful to me or anyone else;
 - respect others when I talk to, and work with them online, and never write or participate in online bullying;
 - never download apps via the school network as it is prohibited;
 - never use my phone/device to call people during the School day as it is prohibited;
 - NEVER photograph or video any incidents at School, including behavioural incidents such as fights.
 - only use applications/games that have an appropriate age rating and that have been approved by my teacher- the rating system is shown in the table below.

- **Table1: Age ratings for apps**

Apple Age Ratings for Apps	Accessible to
4+ years	Everyone may access these apps
9+ years	Apps will be only accessible to Years 3 and above
12+ years	Apps only accessible in Year 6
17+ years	These apps are not to be accessed by Musgrave Hill Students

- only access the school wireless network for educational purposes and never access the internet through 3/ 4G, hotspots, or other independent network connection;

2. When using my mobile device to share (via email or Goodreader, or as directed by my teacher), I will:

- act in a responsible and ethical manner,
- **NOT USE CLOUD BASED STORAGE SERVICES e.g. iCloud or Dropbox TO STORE, SEND, ACCESS OR SHARE INFORMATION, and**
- protect the privacy of others, never sharing images unless I first seek permission from the individual, or as stated below.

3. When using my device as a camera I will:

- only take photos and record sound or video when it is part of a class or lesson as directed by my teacher;
- seek permission from individuals involved **before** publishing or sending photos, recorded sound or video to anyone else or to any online space. This includes uploading materials to the Learning Place- edStudio/edAlbum, blogs or the Musgrave Hill State School Facebook Page;
- seek teacher permission before uploading any content to websites;
- protect the privacy of others and never post private information about another person, at home or at school;

I understand that if I fail to abide by the terms of this agreement I will be banned from accessing my device at school for a set period (see Table 1: Consequences of Misuse), and that my parents/carers will be notified to collect my device from School.

Table 2: Consequences of misuse of device

Misuse of device	Consequence	Action
<ul style="list-style-type: none"> • Using 3G, or other independent network during school hours • Using device to make calls during school hours • Using device to access social media at school • Photographing/filming-without permission • Removal of the device from the classroom without permission • Other misconduct involving digital device 	<p>FIRST WARNING</p> <ul style="list-style-type: none"> ▪ Device confiscated, and ▪ No Device Period enforced - 2 week ban, OR ▪ Time frame determined by the Principal 	<ul style="list-style-type: none"> ▪ Parent/Carer to pick-up from Office, and ▪ Letter home
<ul style="list-style-type: none"> ▪ 2nd Repeated misuse as stated above 	<p>SECOND MISUSE</p> <ul style="list-style-type: none"> ▪ Device confiscated, and ▪ No Device Period enforced – rest of Term ban, OR ▪ Time frame determined by the Principal. 	<ul style="list-style-type: none"> ▪ Parent/Carer to pick-up from Office, and ▪ Letter home
<ul style="list-style-type: none"> ▪ 3rd Repeated Misuse as stated above 	<p>THIRD MISUSE</p> <ul style="list-style-type: none"> ▪ Device confiscated ▪ No Device Period enforced ▪ Time frame determined by the Principal 	<ul style="list-style-type: none"> ▪ Parent/Carer to pick-up from Office, and ▪ Letter home
<ul style="list-style-type: none"> ▪ Online bullying or misuse of images 	<ul style="list-style-type: none"> ▪ Device confiscated ▪ Term ban, or as determined by the Principal ▪ Subject to Acceptable Use Agreement and Departmental Guidelines for bullying 	<ul style="list-style-type: none"> ▪ Parent/Carer to pick-up from Office, and ▪ Letter home ▪ Possible further action per the Departmental ICT Acceptable Use Agreement
<ul style="list-style-type: none"> ▪ Accidental damage of another person's iPad or a school iPad 	<p>In negotiation with the Principal:</p> <ul style="list-style-type: none"> ▪ No Device Period enforced - 2 week ban, OR ▪ Time frame determined by the Principal 	<ul style="list-style-type: none"> ▪ Parent/ Carer negotiation of repair to other person's iPad
<ul style="list-style-type: none"> ▪ Wilful damage of another person's iPad or a school iPad 	<p>In the event of wilful, unacceptable use of the Musgrave Hill State School network, internet or hardware one or more of the following steps may be taken:</p> <ul style="list-style-type: none"> ▪ Official warning ▪ Suspension of network and/or internet privileges ▪ Banning from network and/or internet resources ▪ Appropriate consequences in accordance with the School Behaviour Plan ▪ Referral to the appropriate authorities if necessary 	