

Italia Conti Chislehurst

USE OF NEW TECHNOLOGIES

To be read alongside the Social Media Policy

New and emerging technologies will be examined for educational benefit, reliability and whether they provide value for money. A full risk assessment will be carried out before use in College is permitted.

Mobile Devices

- Mobile phones will not be used during lessons or formal College time unless directed by staff. The sending of abusive or inappropriate text messages is forbidden; all incidents will be investigated and may be subject to the College's disciplinary procedure
- Parents are not permitted to film or photograph classes or performances.
- Students must not use camera phones in College to take or distribute photographs of other students or staff without their knowledge or consent. Any student who is concerned that they have been photographed without their consent or that someone is misusing their camera phone should immediately report their concerns to a teacher or member of staff
- It is an offence to send obscene, indecent or menacing pictures
- Technology that can be used to store, transmit or manipulate data, such as media rich phones, MP3 players, Personal Digital Assistants (PDAs) and USB media, should be used responsibly.
-

POLICY VIOLATION

- Responsibility for handling incidents will be delegated to a senior member of staff
- Any complaint about staff misuse will be referred to the Principal
- Students and parents will be informed of the complaints procedure
- Sanctions include:
 - interview/counselling by Student Welfare Officer
 - informing Parent/Carer - temporary or permanent ban on possession of equipment whilst at Italia Conti Chislehurst
 - where appropriate, police or local authorities may be involved