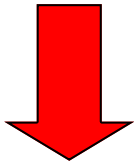


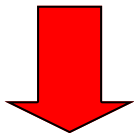
# WLPS ICT Infringement Procedure

## Minor infringement



### 1st Offence Warning

- Infringement explained to the student with regards to Class Essential Agreement and ICT Policy
- Years 4-7 may skip this step and move straight to step 2



### 2nd Offence ICT's confiscated

- Confiscated for a period of time (1 lesson to a week depending on the severity)
- Parents notified via phone call/personal contact or note
- Teacher to refresh ICT Essential Agreement with student/class before receiving ICT privileges back.



### 3rd Offence Becomes a Major infringement

- Is dealt with as a major infringement and so those steps are followed.

## Major Infringement



### 1st offence ICT's confiscated

- Confiscated for a period of time (1 wk up to remainder of term depending on the severity)
- Parents notified via phone call/personal contact or note
- Authorities notified if deemed necessary.
- Students to undergo session with principal regarding appropriate use of ICT's and Cyber safety before receiving ICT privileges back.



### 2nd Offence ICT's confiscated

- Confiscated for a period of time (remainder of the semester or year depending on severity)
- Parents notified via phone call/personal contact or note
- Authorities notified if deemed necessary.

# WLPS ICT Infringement

## Minor infringement

Not getting off or shutting down when teacher asks

Not following teacher instructions

Using other apps without teacher permission

Running with ICT's

Taking advantage of time on ICT devices and not using your time effectively

Not placing the ICT device in a safe place

Playing games during educational work time

## Major Infringement

Using social media in school time

Settings not set correctly on iPad

Looking up inappropriate material

Interfering with another person's ICT device

Using ICT's to harass or bully someone else

Taking inappropriate images of others

Taking the device out on the way to or from school

Internet use without permission