Purpose

This policy provides direction to students, staff and families about managing personal mobile phones and other digital devices that students choose to bring to school. Digital devices include, but are not limited to, smartwatches, tablets or laptops that are not part of a separate Bring Your Own Device arrangement. This policy applies while students are at school, or attending an authorised school activity such as an excursion, during school hours.

Mobile phone use for secondary school students

Our school recognises that there are legitimate reasons for students to bring a mobile phone or personal device to school. This may include:

→   to ensure their safety while travelling

→   so that parents can contact them outside of school hours.

Students will need to place their phones (and/or smartwatch/*AirPods*) in *Yondr* pouches and lock them prior to going to Dharna Group or upon arrival (if arriving late to school). Students will be able to have their *Yondr* pouches unlocked if they are leaving school early (for the day) or an alternative plan has been negotiated with the Principal. Teachers can unlock student pouches for educational purposes during lesson time. Pouches will be able to be unlocked upon exiting the school at the end of the day.

Storage of personal devices

Students' will be responsible for their own devices whilst they are at school and stored in the *Yondr* pouch.

If the student does not comply

Initially, students will be given an opportunity to put their mobile phone (and/or smartwatch/*AirPods*) in their *Yondr* pouch. If the pouch needs to be unlocked, then a staff member will need to take the student-to student-services and get the pouch unlocked and then ensure it is locked. Student is then able to return to class. If the student does not have a pouch, then they will need to borrow one from student services for the day.

If non-compliance continues, phone (and/or smartwatch/*AirPods*) and *Yondr* pouch will be confiscated; student will be sent to room 24 and parent/guardian will be notified by a member of the staff.

If the pouch is damaged, then the student will need to purchase a new pouch.

The parent/guardian will come to the school and pick up their student and a re-entry meeting (with a member of the leadership team) will need to occur before the student is able to attend school again. Where required, a new pouch will need to be purchased for $20 by the family.

Secondary Student Use of Mobile Phones & Personal Devices

Roles and responsibilities

Principal:

Make sure:

→ this policy is clearly communicated and accessible to all students, staff and families

→ there is a process for regular review of the policy

→ processes are in place for monitoring internet and school network use by all members of the school community.

Enforce the school's policy and responses to instances of non-compliance.

Report and respond to incidents of inappropriate use of personal devices in line with department policy and procedures and any legislative requirements.

Consider requests for exemptions from the school policy from parents, adult or independent students on a case-by-case basis. Make sure that approved exemptions are documented and that relevant staff are informed about students' exemptions.

Model appropriate use of mobile phones and support families to understand the importance of promoting safe, responsible and respectful use of mobile phones to their children.

School staff:

Deliver learning opportunities and maintain a safe and productive learning environment. Take steps to minimise distractions from the non-educational use of personal devices in the learning environment.

Respond to instances of non-compliance in line with the school's policy.

Report and respond to incidents of inappropriate use of personal devices in line with department policy and procedures and any legislative requirements.

Make sure that any student personal devices handed in for their care are stored in a secure location and are returned to the student (or their parent).

Model appropriate use of mobile phones and support families to understand the importance of promoting safe, responsible and respectful use of mobile phones to their children.

Students:

Comply with the requirements of the school's policy and follow all reasonable directions from the Principal and school staff.

If permitted to use a mobile phone or personal device in line with this policy, do so in a safe, responsible and respectful way and support peers to do the same.

Communicate respectfully with others and do not use a mobile phone or other personal device to bully, harass or threaten another person.

Respect others' rights to privacy and do not take photos, film or audio records of other people without their knowledge or permission.

Secondary Student Use of Mobile Phones & Personal Devices

Parents:

Support the implementation of the school's policy, including the consequences for non-compliance with the policy.

Use the school's formal communication channels in all instances to communicate with the school (including where a student requires early collection from school). Encourage their child to always report to a school staff member in the first instance if they become unwell or experience an issue at school.

Recognise the important role they play in supporting their child to use their mobile phone (or other personal device) in a safe, responsible and respectful way.

Communication and review

Outline:

→ Students, staff and parents have been surveyed about the principles of the policy

→ Formalised review processes will include all key stakeholders. They next review will occur in readiness for the 2022

→ The school policy can be accessed via the school's website

Supporting information

It's recommended that you provide links to any other policies and procedures that may interact with your local policy on student use of mobile phones and personal devices such as:

→ behaviour support policy (see school website for further details)

→ school anti-bullying policy (under development)

→ BYOD policy, ICT user agreements. (Please contact the school for more information)

Government of South Australia
Department for Education