

STUDENT USE OF MOBILE PHONES & PERSONAL DEVICES POLICY

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

John Pirie Secondary School has developed a differentiated approach to management of mobile phones.

Year 7 - 9

- Year 7, 8 and 9 students are not permitted to have their phones out of their Yondr pouch at any time during the day
- Students may keep their Yondr pouches in their bags or on their desks, but the phone must be turned off.
- Students with smart devices must adjust their settings so that they do not receive notifications.
- Students who do not comply with this policy will have their technology confiscated and placed in the front office for collection at the end of their school day. Failure to hand over their device will result in a COAD Call and take-home.

Year 10 and 11

- Year 10 and 11 students are trusted not to require a Yondr pouch however they are not permitted to have their phones out in classes or during their lessons. Teachers will not grant permission for students to use their phones for any reason.
- Year 10 and 11 students may use their devices during lesson breaks, i.e. Recess & Lunch time
- Student's phones must be on silent, in their bag, not in their pockets.
- Students are not permitted to listen to music during lessons.
- Students with smart devices must adjust their settings so that they do not receive notifications.
- Students who do not comply with this policy will have their technology confiscated and placed in the front office for collection at the end of their school day. Failure to hand over their device will result in a COAD Call and take-home.

Year 12

- Year 12 students are only permitted to use their phones in lesson time with explicit direction from a teacher for specific tasks, e.g. enter a date into their diary, or for a task specifically related to a learning activity.
- Year 12 students may use their devices during lesson breaks, i.e. Recess & Lunch time.
- Teacher permission is valid only for that lesson and task.
- Students with smart devices must adjust their settings so that they do not receive notifications.
- Teachers will explicitly encourage students to ensure their phone is not a distraction to their learning.
- Students who do not comply with this policy will have their technology confiscated and placed in the front office for collection at the end of their school day. Failure to hand over their device will result in a COAD Call and take-home.

STORAGE OF PERSONAL DEVICES

Year 7-9 students will store their devices in Yondr pouches, which can be kept on their desk or in their bags.

Year 10-12 students will store their devices in their bags, and are encouraged to use a protective casing.

CONSEQUENCES FOR STUDENTS NOT COMPLYING WITH THE POLICY

- Refusal to follow or adhere to the Student use of mobile phones & personal devices policy and the Learning Technologies User Agreement will result in confiscation.
- In case of confiscation, the device will be stored in front office and will be collected by the student when they are leaving the school to go home.
- Failure to hand over their device will result in a COAD Call and take-home.
- Repeated or continual breaches of the procedure will result in further action in line with the JPSS SBM procedure and may result in senior school students being required to use a Yondr pouch.

ROLES AND RESPONSIBILITIES**Principal will:**

- Ensure the policy is clearly communicated and accessible to all students, staff and families
- Check there is a process for regular review of the policy
- Provide secure storage in the front office, for student personal devices that are confiscated
- Confirm 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 will:

- 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 will:

- 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.

Parents will:

- 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

The procedure is developed and reviewed (biannually) in consultation with JPSS leadership, staff, Governing Council and Student Voice committee. The document is stored on JPSS Internet page and on JPSS Teams policies channel.

Responsible Officer	Deputy Principal
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