

This policy is about increasing student levels of academic engagement and social connection while they are at school. We want to reduce the pressure and anxiety students feel associated with always needing to respond. Students need the freedom to think, learn and develop positive social skills.

This policy relates to any mobile phone or device that allows access to electronic communications, the Internet, music playback or streaming and video playback or streaming. This policy works in conjunction with the “MacBook agreement” which students sign on enrolment.

Policy Expectations

- Mobile phones, smart watches and headphones must remain turned off and away in students bags from the time they arrive at school through to when they leave the school grounds at the end of the day.
- Mobile phones and other digital devices are brought to school at the owner’s risk. No liability will be accepted by the school in the event of loss, theft or damage of a device.
- Student must seek permission from their teacher to use their MacBook during class time and must only use their MacBook as directed by the teacher.
- Phones/devices are not permitted during tests or examinations.
- Reports of all incidents involving inappropriate use of digital devices will be recorded on the student record and managed in line with the school’s Behaviour Management in Schools Policy, including bullying, taking and/or sending images, sending texts etc.

It is understood that at times digital devices and headphones may be used as a valuable learning tool in the classroom. In these instances, students would receive an instruction from the teacher to take out their device. Once the learning activity is complete the device would once again be “Off and Away”.

For all contact required between students and or a family member, the Student Support Officer at Student Central will be available to facilitate all necessary communication. There will be no need for a student to use a mobile phone to contact home during the school day.

This Mobile Phone and Digital Device Policy is an extension of the school Behaviour Management in Schools Policy.

In any instance where a student has a digital device visible entering, or while on school grounds, the following procedures will be followed:

First Occasion

- The student will hand in their device or headphones to the teacher/staff member
- The teacher/staff member will hand over the device to Student Central at their earliest convenience where it will be logged and stored for the remainder of the day
- At the end of the school day the student will be able to collect the device from Student Central

Second Occasion

- The student will hand in their device or headphones to the teacher/staff member
- The teacher/staff member will hand over the device to the Student Central at their earliest convenience where it will be logged and stored for the remainder of the day
- At the end of the school day a Parent/Guardian will be able to collect the device from the Student Central. The device will not be returned to the student.

If at any time a student refuses to follow the instruction of a staff member, the Behaviour Management in Schools Policy and Procedures will be applied