

Mobile Phone/ Portable Electronic Device Policy

Rationale

Denmark Senior High School prides itself on responding to a rapidly changing world in a manner that seeks the best outcomes for our students.

As technology has improved, so have the educational advantages of embracing the technology. We acknowledge that many students have and value highly, their personal portable device. We believe that it is a responsibility we share with parents to teach our children to use the technology responsibly to create a positive, safe and respectful learning environment in our school. This policy is written in line with the Department of Education's *Off and Away policy*.

Policy

Students who bring personally owned devices to school do so under the following conditions:

1. Denmark SHS accepts no responsibility for the loss or damage of a student's portable device.
2. The school is not responsible for the content on a mobile device this is the responsibility of the parent/caregiver.
3. The decision on whether the device is allowed to be brought to school remains the decision of the parent/caregiver. The school will not request that the devices are required to be brought to school.
4. Portable devices and earphones should be kept in pockets or bags and not be visible during class time. They are to be 'off and away' from the 8.50am bell until the 3.15pm bell. They are to be used in class only on the **explicit direction of a teacher** and only to support learning. (ie listing homework/electronic calendar, taking photographs of an experiment/model or whiteboard notes, playing music for dance or music classes etc.) There is no expectation that all students will be required to have a portable device and students without electronic devices will not be disadvantaged.
5. If a phone is sighted in class, the phone will be confiscated. The student will be directed to attend the front office where they will lodge and sign their phone in to the administration staff. Devices will be placed in a locked cabinet. The student can collect the phone and sign the device out at the end of the school day. Should a student refuse to lodge their phone, this will be dealt with by the relevant Head of Learning Area as a behaviour matter.
6. Parents will be advised via Compass when their child's device has been confiscated. Parents are encouraged to discuss the confiscation of the device with their child and the relevant teacher.
7. If the student is found to be using the mobile device (phone/ipod/ipad etc) in an irresponsible manner that is harmful or disruptive to other members of the school community, the school's *Positive Student Behaviour Policy* will come into effect. Students are not to text each other at school, take photographs without permission or do anything with the device that could cause harm or embarrassment to students, staff or to the reputation of the school.

BREACHES OF THIS POLICY

Breaches of this policy will be managed in accordance with the School's *Mobile Phone Policy Flowchart*, *Department of Education Off and Away policy* and associated *Positive Student Behaviour Policy and Procedures*.

1. In the first instance, students are to be reminded every year about the Mobile Phone Policy. This is done globally through Form classes at the commencement of the year, or through the enrolment process. Specific reference is made to the Department of Education's *Off and Away* policy.
2. Students who are sighted with their phones during school hours will have their mobile phone confiscated. They will be asked to take their mobile phone to the front office to be stored for the remainder of the day. Receiving Front Office staff must enter a chronicle entry on Compass which will generate communication to parents / guardians.
3. Ongoing breaches may result in the student losing their Good Standing and a parent meeting being convened.
4. On the third breach of the mobile phone policy the Deputy Principal must contact home and advise the care-giver that should a fourth breach occur the student's phone will be seized again. On this fourth occasion a face-to-face parent interview may occur with the relevant Deputy Principal and further behaviour sanctions applied.
5. In the event that a student becomes defiant when asked to hand over the device, the school will deal with the incident under the *Positive Student Behaviour Policy* and may result in a suspension and subsequent loss of Good Standing.
6. Students are not allowed to use a mobile phone (still and video) on school grounds to film people and their activities, without their knowledge and/or permission. Any student found to be involved in recording, distributing or uploading inappropriate images, films of students, parents or staff on school grounds may be suspended. Should those images/films be violent in nature, this will result in immediate suspension.

Last reviewed February 2021