

WILLUNGA HIGH SCHOOL

Secondary student use of mobile phones and personal devices



Mobile phones and personal devices

The devices covered by this policy include, but are not limited to:

- mobile phones and smart phones
- smart watches
- headphones connected to mobile devices
- iPads and tablets
- other digital devices with capability of connecting to a cellular communication network, the internet or both.

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 at Willunga High School will not be permitted to use mobile phones or personal devices during lesson times. In the event that Students bring their device to school, they will be required to switch off or mute them and secure them within lockable storage provided by the school during class times. Exemptions to this policy will be provided where students use phones to monitor health conditions, support individual learning plans or where teachers instruct students to bring their phone for a particular classroom activity. Approval for exception can only be granted by the Principal or Year Level Leader and will be documented in the student's health care plan, learning plan or student file. At all other times phones must be secured in lockers (or an alternative if locker is unavailable) during lesson time.

During break times, we encourage students to communicate with each other face-to-face or be involved in physical activity rather than students being focused on a mobile phone, particularly when they are using it to engage with social media. It is acknowledged that providing a student with a mobile phone gives parents reassurance that they can contact their child if they need to speak to them urgently outside of school hours. Caregivers are reminded that in cases of emergency during the school day, the school office remains the preferred point of contact and school staff will ensure students are contacted and assisted accordingly. Parents are asked to email home group/mentor teachers in advance to notify them of students leaving early for appointments. When emergencies occur, parents or guardians can reach their child by calling the school on 8557 0100. Students must take responsibility for the safe keeping of personal mobile phones, smart watches, laptop computers, portable music devices and ICT storage devices. The school cannot accept responsibility for any loss or theft of such items.

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Storage of personal devices

Students at Willunga High School will need to secure their device(s) within student lockers or lockable storage provided by the school during class times.

If the student does not comply

Willunga High School will manage non-compliance with this mobile phone policy in accordance with the existing [Positive Behaviour for Learning policy](#)

Incidents of misuse of mobile phones and personal digital devices may be in relation to:

- disruption to student learning
- bullying and harassment
- transmission of explicit images
- photographing, recording or uploading inappropriate content.

These incidents will be managed and reported in line with departmental policies and procedures including:

- reporting critical incidents and injuries procedure
- behaviour support policy
- procedures for the suspension, exclusion and expulsion of students
- responding to online safety incidents in South Australian schools guidelines

Internet connection for personal devices

Students using their own mobile phone or device for approved learning activities, are expected to connect via the school's ICT network and not through private mobile networks or 'hotspots'.

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
- secure storage is provided for student personal devices that are handed in to school staff and individual lockers or locks that the school provides for students to store their belongings are appropriately secure
- 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.

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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.

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

Consultation has been taken with;

- Student representatives (Student Voice) from all year levels.
- Governing Council
- Staff

School Policy can be accessed on the school's website

This policy will be reviewed in 2023

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Supporting Information

- [school positive behaviour for learning policy](#)
- [school anti-bullying policy](#)
- [BYOD policy, ICT user agreements.](#)

External resources for parents

The Department for Social Services' Raising Children website contains written and video resources for parents about topics including role modelling positive behaviour with devices, children's responsible mobile phone use, managing screen time, cyberbullying and online safety; which are listed by age group:

- [Pre-teens \(9-11 years\)](#)
- [Teens \(12-18 years\)](#)

The eSafety Commissioner's eSafetyparents website contains resources and free webinars for parents on topics including online safety basics, how to use parental controls on devices, advice about popular social media sites and apps, and managing screen time.

Sample of research and literature

- [Impact of mobile digital devices in schools](#)
- [Review into the non-educational use of mobile devices in NSW schools](#)
- [Mobile phones in the classroom – what does the research say?](#)
- [Controlling smartphone use in schools](#)
- [“I don't think I would be where I am right now” – pupil perspectives on using mobile devices for learning](#)
- [The mere presence of your smartphone reduces brain power, study shows](#)
- [Australian students in a digital world](#)
- [Screen time and kids: what's happening in our homes?](#)