

SECONDARY STUDENT USE OF MOBILE PHONES AND 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, tablets or laptops that are not part of our Digital Learning Policy and device provision. 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

At Brighton Secondary School we recognise that there are legitimate reasons for students to bring a mobile phone or personal device to school. These may include:

- to ensure their safety while travelling
- so that parents can contact them outside of school hours
- to manage health and wellbeing through personalised apps
- a prearranged learning opportunity as designed by the teacher.

At Brighton Secondary School we value the role that technology plays in connecting, in publishing and producing a range of innovative content as well as managing aspects of our daily lives. We have committed and designed our learning to incorporate a range of opportunities for students to use technology in authentic and meaningful ways and our Digital Learning Policy and Digital Learning programs ensure the devices teachers and students are using provide flexible and innovative access to learning.

Any digital devices that are not part of our Digital Learning Policy or device arrangement are not permitted to be brought into:

- learning/class time including moving between classes (unless explicitly requested by the class teacher for educational purposes - see below)
- homegroup
- senior school study time

Mobile phone use for learning

Prearranged learning opportunities may include the use of mobile phones for recording learning e.g., photos, voice memo and video.

When mobile phones are relevant to the learning, teachers will communicate to students and families via excursion letters or Daymap lesson notes.

Storage of personal devices

All students are expected to leave their mobile phones and other personal digital devices that are not part of the Digital Learning Policy or device arrangement in their lockers. Lockers must be locked using either the school supplied keypad lock/padlock or their own padlock. The school takes no responsibility for personal devices brought to school.

If the student does not comply

Misuse of personal devices may result in disciplinary action as outlined in the Behaviour for Learning Policy which includes but is not limited to extended school days and suspension.

Students who are not adhering to the policy may be required to surrender their personal device to:

1. their teacher during the lesson to be collected at the end of the class or if needed
2. a leader at which time the student's device will be securely stored and the device may be collected at the end of the day by the student or parent from Student Services.

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Roles and responsibilities

Principal or Delegate

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.

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

Make sure that any student personal devices surrendered are stored in a secure location and are returned to the student (or their parent) via Student Services.

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.

School staff

Model appropriate use of mobile phones which includes keeping mobile phones out of sight during lesson and supervision time.

Deliver learning opportunities and maintain a safe and productive learning environment.

Respond to instances of non-compliance in line with the Behaviour for Learning policy including recording on Daymap.

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 monitored and are returned to the student at the end of the lesson.

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.

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 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.

Do not communicate during lesson times with their child via mobile phone devices.

Use the school's formal communication channels in all instances to communicate with the school (including where a student requires early collection from school) by contacting Student Services on 8375 8200.

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.

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Communication and review

In developing this policy, consultation was undertaken with students, staff and the broader school community including Governing Council, and other targeted parent stakeholder groups.

In term 3, 2021 the implementation of the policy will be reviewed through consultation with staff, students and families in week 3 & week 10.

In term 4, 2021 the policy will be reviewed through student groups, staff consultation and Governing Council to ensure the policy is relevant and delivering the intended purpose.

Supporting information

The following policies and guidelines are relevant:

- Responsible Behaviour Policy
- Anti-Bullying and Anti-Harassment Policy
- Digital Learning Policy
- Digital Learning Policy Use Agreement