

MOBILE PHONE POLICY

The Department of Education does not permit student use of mobile phones in public schools unless for medical or teacher directed educational purpose. It is not a requirement at Duncraig Senior High School for students to have a mobile phone at school. This policy supports the school's duty of care for all students when attending the school. It supports staff and students by protecting their privacy. It aims to reduce the potential for learning distractions and the occurrence of students bringing external issues to school through technology.

All communication between parents and students, during school hours, should occur via the school's administration. If a parent/caregiver needs to contact their children during school hours, they are asked to phone the school administration on 6241 5400.

This policy details the conditions under which mobile phones are permitted at Duncraig Senior High School.

CONDITIONS OF USE

Duncraig Senior High School recognises that parents/carers who for safety, security and/or emergency purposes wish to provide their children with mobile phones. Students are permitted to bring a mobile phone to school for use when in transit to and from school.

- The use of mobile phones for all students will be banned starting from the first bell at 8.35 am until they have left their Period 5 classroom after the final bell at 3.00 pm, Monday, Tuesday, Thursday, Friday and 2.40 pm on Wednesday. Therefore, once the first bell has sounded phones must be off and away all day while students are on school grounds. They must not be seen or heard.
- Students are required to put their smart watches in airplane mode so phone calls or messages cannot be sent or received from the first bell to the final bell of their school day.
- Students must ensure their phone or smart watch is not on their person during test/assessment/exam conditions.
- The device is the responsibility of the student. The school takes no responsibility for loss, theft or damage to any device in any circumstance.

Exemptions to this policy include where a student requires a device

- to monitor a health condition as part of a school approved documented health care plan (students who are exempt will carry a card).
- under the direct instruction of a teacher for educational purposes; or with permission of a teacher for a specified purpose.

CONSEQUENCES FOR BREACHES OF THIS POLICY

1. For the first breach, confiscation of the device by any staff member, the phone is stored in the Administration Office and can be collected by the student at the end of their school day. Administration staff will send a SEQTA notice to Parent advising of the breach.
2. For the second breach, confiscation of the device by any staff member, the phone is stored in the Administration Office and returned to the student at the end of the day. Administration staff will send a SEQTA notice to Parent and the relevant Student Services Manager will determine the follow up action/s at this point.
3. In the case of a third breach, or when a student is uncooperative with a staff member when asked to follow policy requirements, the matter will be addressed by the Student Services Manager and Associate Principal. The Parent/Carer will be contacted and informed of the school's action/s.
4. In the case of a phone being confiscated in an assessment/test situation a ZERO mark **may** be awarded for the work completed. This will be pending an investigation into cheating, collusion and plagiarism as outlined in the Assessment Policy and managed by the relevant Head of Learning Area.

NOTE: Failure of a student to cooperate with a member of staff in accordance with this policy may result in the student being suspended.

Definitions for the purpose of this policy

Mobile Phones - includes smart watches and associated listening accessories, such as, but not limited to, headphones and ear pods/buds.

School Grounds – includes camps, excursions and/or any venue where students are under the supervision of teachers.

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