

GRANT HIGH SCHOOL

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Secondary student use of mobile phones and personal devices

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.

The school encourages the responsible use of mobile phones at school, while acknowledging that Grant High School has a responsibility to ensure this capability can then be transferred to the world beyond school. By ensuring the regulated use of mobile phones on school premises, Grant High School recognises the increasing demand for technology in a school environment, as well as addressing the possibility for distraction and disruption to students' learning.

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
- use as an educational tool on occasion

Expectations of Students

- Students must look after mobile phones carefully as the school will not be responsible for their loss or damage.
- Mobile phones must not be visible during lesson time. Students must not send messages, make or receive calls or use social media.
- Students must report to the Front Office if feeling unwell rather than personally communicating with parents.
- Due to privacy considerations, students may not film or photograph other students, staff or visitors to the school without permission. This includes on school premises, camps, and excursions. The filming of violent disputes between students is illegal and will result in strong consequences, including possible police action.
- Mobile phones may be used during break times provided privacy rules are strictly adhered to.
- Students are expected to manage the storage and whereabouts of their mobile device unless otherwise directed by a teacher.
- Teacher permission is required before using your mobile device as a music player.

Storage of personal devices

Students are expected to manage the storage and whereabouts of their mobile device unless otherwise directed by a teacher.

If the student does not comply

All teachers are encouraged to follow the recommended process of mobile phone restriction below; however, if teachers believe another procedure would be beneficial for their class, then they may alter the suggested process. They must then communicate this procedure clearly to students and parents.

The consequence of misuse of a mobile phone depends on the severity of the incident. If a student checks their messages or social media, then the following process should be undertaken:

1. Warning from teacher to place phone out of sight or away in the classroom.
2. Withdrawal of privileges such as listening to music or having the mobile phone as a learning resource (ie calculator or photographic use).
3. If behaviour does continue, the student will have their phone confiscated by their teacher for the remainder of the lesson. The phone can then be returned by the teacher.
4. Teachers must record phones confiscated during class at the conclusion of the lesson by indicating on the button on the LMS Roll. This will allow all teachers to see how often the student has had their phone confiscated.
5. If irresponsible use continues into another lesson on a given day, then the student must hand their phone to their teacher, and it will then be given to the relevant Community Leader.
6. If a student continues to misuse their mobile phone, they may be asked to leave their phone at home or in the Front Office during the school day for a period of time as decided by the Community Leader.

However, if the misuse is more severe such as inappropriate messaging or filming of fights then the student will be reported to the police for further follow up.



Internet connection for personal devices

If students are permitted to use their own mobile phone or device to undertake a learning activity, then they can connect their devices to the school's ICT network where practicable. Under these circumstances, an Acceptable Use User Agreement must be signed and all requirements therein must be observed.

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
- 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.

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

Outline:

- Consultation has been undertaken with students and the broader school community to develop this policy, through the Student Led Development Team leading focus groups with students, and consulting with parents and staff. The Governing Council has ratified the policy. It is anticipated that the same process will be followed when the policy is due for review.
- This policy can be accessed on our website
- This document is due for review in 2023 by the Admin team with consultation from the SLED team.

Supporting information

- Grant High School Behaviour Management Policy
https://web.granths.sa.edu.au/wp-content/uploads/2021/05/2020_BehaviourManagementPolicy.pdf
- Grant High School Anti-Bullying/Harassment Policy
<https://web.granths.sa.edu.au/wp-content/uploads/2021/03/2020AntiBullyingPolicy.pdf>
- Grant High School Computer Access, Network and Internet Agreement
<https://web.granths.sa.edu.au/wp-content/uploads/2021/06/2020-ICT-User-Agreement.pdf>

