



# Mossman State High School ELECTRONIC DEVICES POLICY

Updated Semester 2 2021



## RATIONALE

This policy has been developed to:

- support students to develop safe, responsible and respectful electronic device practices;
- reduce the impact that inappropriate phone usage has on class learning, the development of resilience as well as administration and teaching time; and
- support students to manage their relationship with technology and develop long term healthy lifestyle habits, including developing the capacity to engage in developmentally appropriate and healthy activities during school lunch breaks that do not involve technology.

## SCOPE

Personal Electronic Devices include, but are not limited to:

- mobile telephones
- mobile hand-held devices
- smart watches
- iPods
- music players
- blue tooth devices (including speakers, headphones and air pods)
- laptop/iPad/tablet that does not meet the BYOX requirement

In this policy, they are collectively referred to as 'electronic devices'.

## STUDENT RESPONSIBILITIES

### All students:

- Students are encouraged to leave electronic devices at home.
- Students who bring an electronic device to school must switch it off and store out-of-sight once they enter the school grounds as well as during school time.
- Students who bring an electronic device to school do so at their own risk and are responsible for safe keeping.
- At all times, students must follow the ICT Acceptable Use Policy.
- Electronic devices cannot be taken into formal assessment situations.
- Students may use electronic devices on the journey to and from school and are encouraged to use them responsibly.
- Use of electronic devices on excursions, camps, and extended trips will generally not be permitted unless specified for a particular activity.
- All electronic devices must be used at all times within the law.

### Students in Year 11 and 12:

- May use an electronic device in learning, for a specific task, for a specific time under staff supervision at the explicit direction of a staff member. The electronic device is **not** to be accessed for recreational use (music, social media, etc). Photos, videos or audio recordings are to be taken only with permission of all parties and with the agreement of the presiding staff member.

### Electronic Payments:

- Students will be permitted to use their electronic device to pay for items at the tuckshop or receipting counter in the school Administration office only. The electronic device may only be used at the receipting counter of the office or the payment counter inside the tuckshop during scheduled times for the purpose of school payments.

## CONSEQUENCES OF MISUSE

- Students who misuse devices according to this policy will be subject to the Mossman SHS Student Code of Conduct.
- Staff have the right to instruct a student to hand in the device to the office, or to confiscate, as delegated by the Principal.
- Refusal by students to co-operate will result in a referral to Administration and may result in suspension from school.
- Breaches of the law may be referred to the police.

## PARENT RESPONSIBILITIES

- Parents/carers accept responsibility for supervision and development of responsible use of electronic devices by their children.
- Parents/carers should support the policy by sending messages to mobile phones outside school hours.
- For non-urgent issues, parents/carers can send their child an email to their school email account.
- The school communicates via text message to parents/carers should there be an emergency requiring evacuation or lock down.
- Parents/carers can expect to be contacted should their child require serious medical attention.
- Parents/carers contact the school office in the case of an emergency requiring that a student be notified.
- Resources are available to parents/carers and students should they encounter issues with electronic devices.

## STAFF RESPONSIBILITIES

All staff at Mossman State High School:

- Model the appropriate use of electronic devices at school.
- Use electronic devices to fulfil duties e.g. notify emergency services, report safety issues to administration, manage class rolls, notify parents – particularly when not able to access their laptop devices.
- Implement the electronic device policy consistently.
- Provide explicit instruction about the use of electronic devices in a senior learning context when applicable.
- Abide by the “Use of mobile devices procedure”, “Use of ICT systems procedure” and the Code of Conduct.

## SECURITY

Mossman State High School cannot take responsibility for the loss, damage or theft of any electronic device that is brought to school.

## RESOURCES

- e-safety commissioner - <https://www.esafety.gov.au/>
- Advice for parents/carers - <https://raisingchildren.net.au/teens/entertainment-technology>
- Bullying No Way! - <https://bullyingnoway.gov.au/>
- Kids Helpline - <https://kidshelpline.com.au/teens/issues/bullying>

## CONSULTATION

The Mossman State High School Electronic Devices Policy was developed in consultation with the school community, including:

- Teaching and non-teaching staff
- Student Council
- Parents
- P&C

## REVIEW

The Mossman State High School Electronic Devices Policy will undergo annual minor updates to reflect changing circumstances, data and staff.

## ENDORSEMENT

The Mossman State High School Electronic Device Policy has been informed by:

- Education (General Provisions) Act 2006
- Department of Education: Procedure – Temporary Removal of Student Property by School Staff
- Mossman State High School Student Code of Conduct



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