



TULLY STATE HIGH SCHOOL

Use of mobile phones and other devices by student

Rationale:

This policy has been updated:

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

Preamble:

While we allow these devices to be brought to the school, research has found they are detrimental to effective learning and teaching if used inappropriately during lesson time or at break times. At Tully State High School a personal device is considered to be:

- mobile phones
- tablet, slate or laptop computers
- wearable technology or sensing devices (ie earphones/cords/airbuds, smartwatches)

Student Responsibilities

The responsibilities for students using mobile phones and other devices at school or during school activities, are outlined below.

- Students are encouraged to leave electronic devices at home
- Students may use mobile phones/smart watches and/or electronic listening devices before and after school (before 8:45am and after 2:45pm)
- At all other times, these devices must be turned off (not on silent/vibration), out of sight (includes earphones/cords/airbuds) and kept safely in your pocket or bag, phones are away for the day.
- Audio speakers e.g. UE booms are not permitted at school. If a student is in possession of these devices at school they will be directed to hand it in the office and to be collected at the end of the day.
- Students are responsible for the security, integrity, insurance and maintenance of their personal mobile devices and their private network accounts (eg password complexity)
- Students who bring an electronic device to school do so at their own risk and are responsible for safe keeping. The school will not investigate theft, loss or damage of any phone brought to school.
- Prior to any personal tablet or laptop being used on the school network, approval is sought from the school to ensure it reflects the department’s security requirements.
- Ensure that an appropriate antivirus software is installed and up to date that is appropriate to the device to reduce the chance of malware being transferred to the department’s network.
- Be courteous, considerate and respectful of others when using a personal device.
- For parent-student contact during the day, students with phones can only check missed calls/messages before and after the school day (Before 8:45am and after 2:45pm). **For emergency contact, parents must call the school office.**

A world of possibilities for everyone

Students in Years 10, 11 & 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 recreation use (music, social media, etc).

Consequences for Misuse of mobile phones/devices/audio speakers:

- If a student misuses the device, the student will be sent to the office where the device will be handed in and a slip will be issued. This slip is shown to the staff member as evidence for handing the phone in to the office. Parent/Guardian must collect their phone from the office at the end of the day.
- If a student refuses to hand the device to the office, the student will be referred to the relevant HOD SS (Head of Department - Student Services) for follow up
- Breaches of the law may be referred to the police

It is **unacceptable** for students while at Tully State High School to:

- use a mobile phone in technology-free designated spaces or times
- use a mobile phone or other devices in an unlawful manner
- use a mobile phone or other device to take photos of others without permission
- download, distribute or publish explicit, offensive messages or pictures
- use obscene, inflammatory, racist, discriminatory or derogatory language
- use language and/or threats of violence that may amount to bullying and/or harassment, or stalking
- insult, harass or attack others or use obscene or abusive language
- deliberately waste printing and internet resources
- damage computers, printers or network equipment
- commit plagiarism or violate copyright laws
- ignore teacher directions for the use of social media, online email and internet chat
- send chain letters or spam email (junk mail)
- knowingly download viruses or any other programs capable of breaching the department's network security
- use in-phone cameras anywhere a normal camera would be considered inappropriate, such as in change rooms or toilets
- invade someone's privacy by recording personal conversations or daily activities and/or the further distribution (e.g. forwarding, texting, uploading, Bluetooth use etc.) of such material
- use a mobile phone (including those with Bluetooth functionality) to cheat during exams or assessments
- take into or use mobile devices at exams or during class assessment unless expressly permitted by school staff.

Parent responsibilities

In addition students and their parents should:

- understand the responsibility and behaviour requirements (as outlined by the school) that come with accessing the departments ICT network facilities;
- ensure they have the skills to report and discontinue access to harmful information if presented via the internet or email; and
- be aware that:
- access to ICT facilities and devices provides valuable learning experiences for students and supports the school's teaching and learning programs.
- The school is not responsible for safeguarding information stored by students on departmentally owned BYO or mobile devices;
- Students who use a school's ICT facilities and devices in a manner that is not appropriate may be subject to disciplinary action by the school, which could include restricting network access;

- Despite internal departmental controls to manage content on the internet, illegal, dangerous or offensive information may be accessed or accidentally displayed; and
- Teachers will always exercise their duty of care, but avoiding or reducing access to harmful information also requires responsible use by the student.
- Support the policy by sending messages/calling to mobile phones outside of school hours (before 8:45am and after 2:45pm)
- Can contact the school office in the case of an emergency requiring a student to be notified (4068 4555)

Staff responsibilities

All staff at Tully SHS:

- Model the appropriate use of electronic devices at school
- Use electronic devices to fulfil their duties Eg notify emergency services, report safety issues to administration, manage class rolls, notify parents- particularly when not able to access their laptop devices

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>