

Student Mobile Phones & Non-Educational Electronic Devices Policy & Implementation

The procedures outlined in this policy provide a consistent framework for the safe, responsible and respectful use of mobile phones by students at JCBTHS aligning to the Department's 'Student Use of mobile phones in schools' policy (July 2023):

<https://education.nsw.gov.au/policy-management-schools/student-use-of-mobile-phones>

Policy Statement:

- 1.1 Students are not allowed to use mobile phones at school, including during recess and lunch.
- 1.2 Principals will manage individual requests from parents and/or carers, and students, for any exemptions to the policy.
- 1.3 Principals may allow students to use mobile phones in specific circumstances, such as for an educational purpose, to achieve student health and wellbeing outcomes, or as part of reasonable adjustment to enable students with specific needs to participate in education on the same basis as other students.

Policy Context:

- 2.1 Learning environments should support students to develop technological, social and emotional competencies. This support should maximise the benefits and minimise the risks of digital environments and prepare students for life beyond school.

The school's policy and procedures for mobile phones and personal devices has also been informed by the following:

- 3.1 Student Behaviour policy (Department of Education)
<https://education.nsw.gov.au/policy-library/policies/pd-2006-0316>
- 3.2 Student use of digital devices and online services (Department of Education)
<https://education.nsw.gov.au/policy-library/policies/pd-2020-0471>
- 3.3 Legal Issues Bulletin 35 - Misuse of technology in schools (Department of Education)
<https://education.nsw.gov.au/about-us/rights-and-accountability/legal-issues-bulletins/bulletin-35-misuse-of-technology-in-schools>
- 3.4 Legal Issues Bulletin 56 - Confiscation of student property. (Department of Education)
<https://education.nsw.gov.au/about-us/rights-and-accountability/legal-issues-bulletins/bulletin-56-confiscation-of-student-property>

Mobile Phones & Non-Educational Electronic Devices included within the JCBTHS policy

4.1 Mobile Phones.

4.2 Headphones, speakers and earphones (wireless & wired).

4.3 Smart watches.

4.4 Personal gaming devices.

4.5 All other non-educational devices.

Implementation

5.1 Mobile phones and other non-educational electronic devices must be switched off and placed in the student's school bag before entering the school grounds and are not to be taken out until the end of the school day after the student exits the school.

5.2 Mobile phones and other non-educational electronic devices must remain switched off and in the student's school bag when at and, travelling to and from the school for; sport, excursions and other school events.

5.3 Mobile phones and other non-educational electronic devices must remain switched off and in the student's school bag at all times.

5.4 Exceptions may apply for medical and individual wellbeing reasons when approved by the Principal and an alternative solution is not practical.

5.5 Exemptions may apply to educational activities including classwork; excursions; school events and co-curricular clubs when approved by the classroom teacher. Exemptions will have information for approved usage on the permission note.

Contact between students and parents and carers during the school day

6.1 The Student Services Office will be available to students to make a call to a parent or caregiver.

6.2 During school hours, parents and caregivers are expected to only contact their child via the school office.

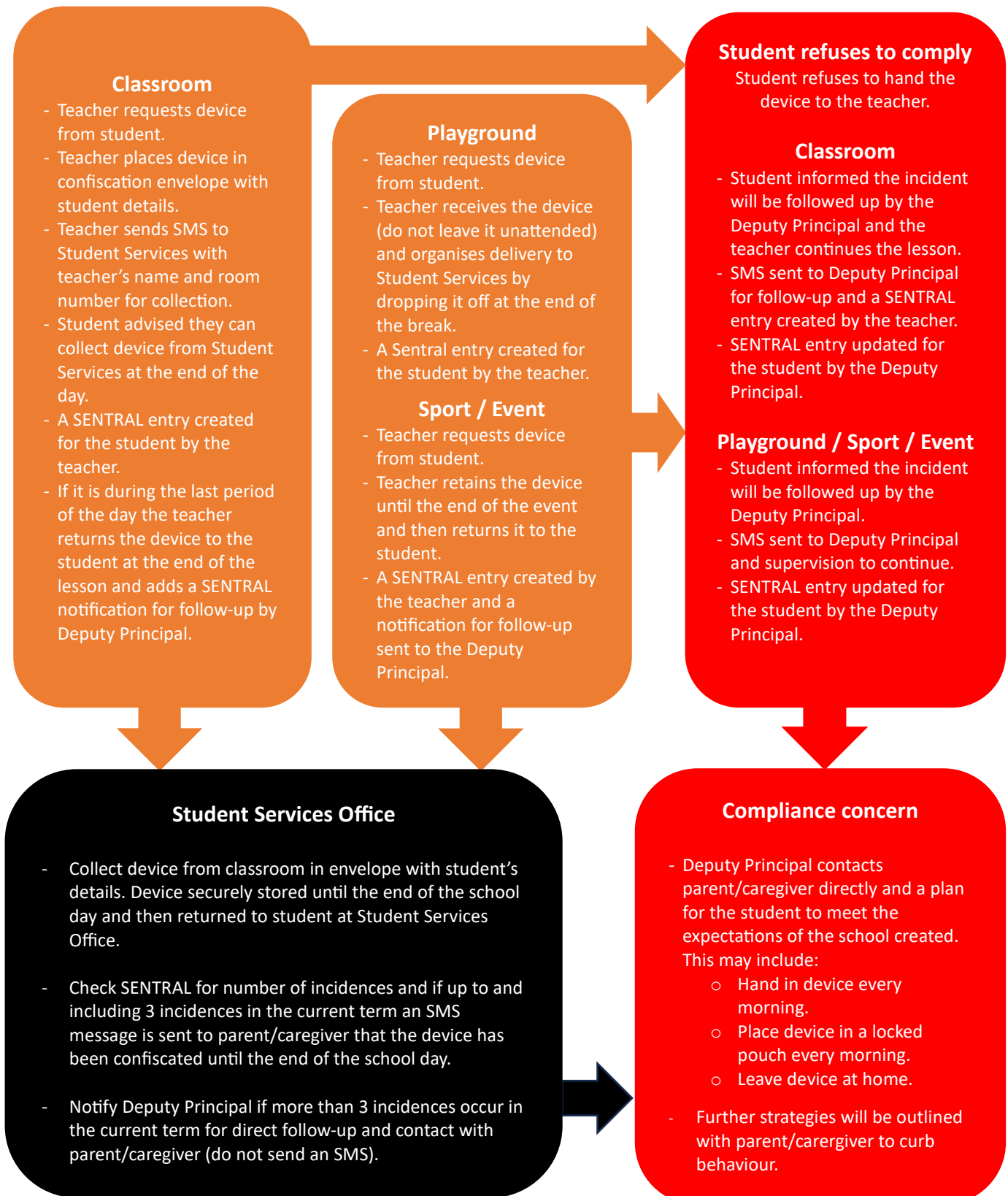
6.3 If a parent or caregiver needs to contact their child at school because of an emergency, they are required to call the school office and a message will be sent immediately to the student.

Individual Student Exemptions

7.1 Exemptions to any part of this policy may apply to a student in some circumstances. Parents and caregivers can request an exemption using the attached exemption form. Exemptions will be considered on a case-by-case basis with the Principal and granted when reasonable adjustment for a student's learning or wellbeing is required.

Policy Implementation Procedures

Student is in breach of the policy



Application for Mobile Phone (Non-Educational Electronic Devices) Exemption

Student Name:			
Year:			
Deputy Principal:			
Parent/Caregiver:			
Parent/Caregiver Contact:			
Outline the health/wellbeing Mobile Phone/Device procedure needed for the exemption?			
Is Medical exemption/information/evidence attached?			YES/NO
Have you met with the DP to develop an appropriate phone plan?			YES/NO
Phone Plan attached?			YES/NO
Principal Exemption Approval	YES/NO	Signature:	Date:

Please bring all relevant documentation to the meeting with the Deputy Principal where a plan will be designed in consultation with all parties

OFFICE USE ONLY	
<input type="checkbox"/>	Plan created in SENTRAL.
<input type="checkbox"/>	Tag confirmed on student roll in PxP
<input type="checkbox"/>	Phone Exemption card created and given to DP to deliver to the student and notification to the parent.
<input type="checkbox"/>	DP notifies parent that exemption is in place. Recorded on SENTRAL.

Plan for Mobile Phone (Non-Educational Electronic Devices) Exemption

Student name:	Date:
Reason for Exemption:	
Plan made in consultation with:	
Phone Plan: Outline how the phone will be used as recommended by the medical practitioner or similar. How the phone will be accessed in the classroom/playground to ensure appropriate use of the phone. Include:	
When/Where/Who	
Student Signature:	
Parent/Caregiver signature:	
Principal/delegate signature:	

Phone plan to be reviewed by Principal before final exemption approval is made

Mobile Phone (Non-Educational Electronic Devices) envelope for teachers to complete for Student Services Office

**James Cook Boys
Technology
High School**

Mobile Phone & Non-Educational Devices

Student: _____

Year: 7 8 9 10 11 12

Teacher: _____

Date: ___ / ___ / ___

Period: 1 2 R 3 4 L 5 6

Subject: _____

Phone Condition:

Good Condition Minor Damage Major Damage

Additional Information:

Teachers please SMS 0400 000 000 for collection by the office and specify your name and classroom