

# Huonville High School Use of Mobile Phones by Students at School Policy

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## 1. Purpose

To provide schools with support and additional information on the requirements for implementing the Department of Education policy on the *Use of Mobile Phones by Students at School*.

This document should be read and developed in association with the Department of Education policy on the *Use of Mobile Phones by Students at School*.

## 2. Policy Statement

The Department of Education does not permit the use of mobile phones by students in Tasmanian Government Schools unless for the approved exemptions outlined in Appendix A.

It is important to note that it is not a requirement at **Huonville High School** for students to have a mobile phone at school.

**Huonville High School** recognises that there is an increasing number of parents/carers who for safety, security and/or emergency purposes wish to provide their child/children with mobile phones. This policy details the restriction and management of mobile phones at **Huonville High School**.

## 3. CONDITIONS OF USE

- Students (Years 7-10) at Huonville High School must have their mobile phones switched off during the school day and stored in their bag or locker.
- Students (Years 7-10) at Huonville High School with smart watches must have them set to 'aeroplane mode'.
- Students (Years 11 and 12) at **Huonville High School, the Huon Valley Trade Training Centre and the Advanced Learning Centre** are permitted to have their mobile phone switched on in their possession during the school day.

## 4. Exemptions

Requests for exemptions must be submitted to the **Principal** for consideration.

- For students experiencing extenuating circumstances other than the above, where agreed by the principal or their delegate.
- Where an exemption is granted, students may only use their mobile phone for the purposes for which the exemption is granted.

## 5. COMMUNICATION WITH STUDENTS DURING THE SCHOOL DAY

- Huonville High School has a duty of care for all students while they are at school. In emergencies, where students need to get in contact with parents/carers, students are to notify the appropriate school staff. If parents/carers need to contact their children, they are asked to contact the school office directly.
- Where a student has been granted an exemption, the mobile phone can be used by the student for the purposes of the exemption only. Phone use will be monitored by school staff. When not in use, for the purposes of the exemption, the phone must be switched off and stored, in accordance with this policy.

## 6. Non-compliance with this policy

- Students who do not comply with this policy will be managed in accordance with the HHS mobile phones process (attached). Students may have their mobile phone confiscated and held in SSC until the end of the day.
- Further disciplinary action, in accordance with the Huonville High School Student Behaviour Management Policy (available on the school website), may be a result of repeated non-compliance and/or depending on the circumstances of the non-compliance.
- In the case of repeated inappropriate mobile phone use by a student, the Principal or their delegate may request the student not bring the mobile phone to school.

## 7. Supporting information

- For Frequently Asked Questions for Families, please see the FAQs at the end of this policy.

## 8. STORAGE OPTIONS

- Mobile phone is kept in student bag and switched off.
- Mobile phone is kept in locker (with door locked) and switched off.

## 9. Definitions

### **Mobile phone**

Is a mobile device with access to a cellular (telecommunications) system, with or without a physical connection to a network. This includes smart watches, tablets, and associated listening accessories, such as, but not limited to, headphones and earbuds.

### **Responsibilities: Must and May**

- The word 'MUST' is to be interpreted as being mandatory.
- The words 'is to' and 'are to' are to be interpreted as directory (highly recommended).
- The word 'may' is to be interpreted as being discretionary or enabling as the context requires.

### **School hours**

Is the official start time of the school day with the first bell at 8:45 am, to the official end time of the school day, when students are dismissed at 2:55 pm.

## 10. Legislation

- Secretary's Instruction No 3 for Unacceptable Behaviour of Students and Volunteers at, and Visitors to, State Schools or School Activities
- Secretary's Instruction No 4 for Suspension, Exclusion, Expulsion or Prohibition of State School Students

## 11. Appendix A

**Huonville High School** students may only use their mobile phone for an **approved** exemption as listed below:

- For students with a reasonable adjustment to a learning program because of a disability and/or learning difficulty.
- For students with health conditions where a mobile phone is used to monitor the condition.
- For students who are young carers.
- For students undertaking school activities outside of school hours that are not on school campuses.
- Where students have been given direct instruction by a teacher to use their mobile phone for educational purposes.



# Mobile Phones Process



Mobile Phone is 'off and away all day' as per government legislation

Mobile phone (or earphones) visible/used

## First Instance

1. Student or teacher takes Mobile Device to SSC for sign in (no warnings required)
2. Student returns with signed blue slip and/or teacher confirms phone has been handed in.
3. SSC logs phone confiscation on Teams, texts home, logs on SSS.

## Second Instance

1. Student or teacher takes Mobile Device to SSC for sign in (no warnings required)
2. Student returns with signed blue slip and/or teacher confirms phone has been handed in.
3. SSC logs phone confiscation on Teams, texts home, logs on SSS, and inputs student name on detention list.

## Third Instance

1. Student or teacher takes Mobile Device to SSC for sign in (no warnings required)
2. Student returns with signed blue slip and/or teacher confirms phone has been handed in.
3. SSC logs phone confiscation on Teams, texts home, logs on SSS, and inputs student name on detention list.

## Fourth Instance

1. Student or teacher takes Mobile Device to SSC for sign in (no warnings required)
2. Student returns with signed blue slip and/or teacher confirms phone has been handed in.
3. SSC logs phone confiscation on Teams
4. Grade Coordinator calls home and organises internal suspension and parent meeting.

Student collects phone *no earlier* than 2.55

Refusal to hand in phone = Internal Suspension (defiance)

Student collects phone *no earlier* than 2.55 and has a detention

Refusal to hand in phone = Internal Suspension (defiance)

Student collects phone *no earlier* than 2.55 and has a detention

Refusal to hand in phone = Internal Suspension (defiance)

Student collects phone *no earlier* than 2.55 and has an internal suspension and parent meeting (agreement made where student will hand phone in at SSC at start of each day)

# Frequently Asked Questions for Families – Use of mobile phones by students at school

## Who does the new mobile phone policy apply to?

The Policy on the *Use of Mobile Phones by Students at School* applies to all Tasmanian Government School students.

## When will the policy take effect?

Schools will be required to implement the new policy from the commencement of Term 2, 2020.

## Why has this policy been developed?

It is widely acknowledged that when used effectively as a tool to enhance learning, personal mobile devices (including mobile phones) can play an important role in education. We also know that mobile phones and technology, are a central part of life. However, we have heard through consultation that mobile phones cause distraction from learning and impact the development of strong relationships at school.

The Department is committed to ensuring the wellbeing and engagement in learning of all Tasmanian learners. The decision to restrict the use of mobile phones by students during the school day will support schools to minimise distraction from learning and encourage healthy and positive personal interactions.

## Can students still bring a mobile phone to school?

Students can bring a mobile phone to school, but it must be switched off and stored appropriately (as per school policy, with storage options determined in consultation with the School Association) during the school day – *Off and away all day*. Parents/carers can contact their children through the school office.

## Who is responsible for my child's mobile phone when at school?

Mobile phones brought to school are not covered by the school's insurance if they are lost, stolen or damaged.

## Why is the new policy important and what is the evidence-base for it?

While electronic devices have a place in learning, we also need to acknowledge the issues that can occur when their use is not restricted. This policy will help reduce distraction in the classroom and encourage greater student interaction in the schoolyard.



### Will there be exemptions for use?

The new mobile phone policy allows for some approved exemptions. For example, where a mobile phone is used to manage a health condition or to support classroom learning under direct teacher instruction.

Teachers can allow a classroom-based learning exemption particularly if your child's school is a Bring Your Own Technology (BYOT) school.

All other exemptions are approved by the school principal or another appointed staff member. Further information about exemptions can be provided by your child's school.

### What about students in Years 11 and 12 or at college?

Under the new mobile phone policy schools/colleges, in consultation with their School Association, may opt out of the restriction for Years 11 and 12 students. This is in recognition of the increasing independence and responsibilities of students in Years 11 and 12. For example, students may have carer or work responsibilities outside of school.

### How do I contact my child in an emergency during the school day?

Parents/carers can contact their child through their school office.

### What will be the consequences for non-compliance with this policy?

Students who use their mobile phone at school without an approved exemption will be treated in a manner consistent with the school's existing Respectful Student Behaviour Policy. For example, for repeated non-compliance the Principal may ask that the student not bring their mobile phone to school.

### Does the new policy include other mobile devices, e.g. smart watches?

The definition applied to this policy is; a mobile device with access to a cellular (telecommunications) system, with or without a physical connection to a network. This includes smart watches, tablets and associated listening accessories, such as but not limited to, headphones and earbuds.

### What if I have additional questions about the policy?

The Policy on the *Use of Mobile Phones by Students at School* is available on the Department's website. For more specific information about your school's mobile phone policy please contact your school directly.

### What if I have additional questions about how to keep my child safe online?

The Department of Education believes students should learn in a safe, supportive and respectful school community. This includes participating safely in technology-based learning and using technology responsibly. For more information about [Cyber Safety Resources](#) please visit the Department of Education website.

### Internal Information Only\*

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