



Dalby State High School Electronic Mobile Device Policy (E.M.D.P.)

September 2018

(Electronic devices include mobile phones, iPods, electronic video games, watches, wireless earphones and any mobile devices deemed to be applicable under this policy by the Principal)

Dalby State High School has established the following policy for mobile phones and electronic devices that provides teachers, students and parents/guardians guidelines and instructions for the appropriate use of mobile phones and electronic devices when at school.

The policy reflects the importance the school places on students displaying the school expectations of Respect, Safety and Learning. In line with these expectations, DSHS will ensure student learning is not hindered by the inappropriate use of Electronic Devices.

Classroom Phone Hanger

- During class time all mobile phones and electronic devices must be turned off and put into the phone hanger at the front of the classroom. The phone hanger will be monitored by the teacher. No student is to access the phone hanger during the lesson
- This phone hanger will keep the electronic device safe and will minimise disruptions to student learning
- It is made clear to students that they can collect it at the end of the lesson
- At the end of the lesson the teacher monitors the collection of the item/s.

**Electronic devices may be used by students in classrooms only if they enhance the learning and when explicitly written into the teacher's lesson plan and teacher has approval from relevant HoD. In these instances, devices will be used at the direction of the teacher. No electronic devices can be accessed during exams or for assessment, unless expressly permitted by school staff.*

**During break times mobile phones and electronic devices may be used for personal reasons, however, students using them inappropriately will be required to hand them in at the office and will be dealt with in accordance with the Responsible Behaviour Plan.*

Misuse of Electronic Devices

- Students must not take photographs, videos or sound recordings of other students and / or staff without their consent.
- Students must not make / send harassing or threatening calls / messages with their electronic devices. Any repeated or other inappropriate use will be dealt with under the Responsible Behaviour Plan. Victims of abusive, threatening, bullying messaging, or inappropriate video / photo imaging will be advised to make a complaint to the Queensland Police.
- Any student who places an image / words on the internet which has a negative impact on the good standing of the school or its staff and students will be dealt with in accordance with the Responsible Behaviour Plan.
- Students who use watches that are attached to their mobile devices will be instructed to take them to the office.
- Students who choose to damage school owned EMDPs will have significant consequences according to the Responsible Behaviour Plan.

Students choosing to not comply with the expectations outlined in this policy will be managed as follows:

- Students who refuse to put their device in the phone hanger will be directed to hand it in at the office for collection at the completion of the school day.*
- If a student does not hand their device in and is caught with it during class time they will be directed to hand it in to the office for collection at the completion of the school day
- If a student is directed to hand their device in more than twice a week, a student will be dealt with by the YLC who will phone home and will place the student on 2 lunch time detentions.
- If a student is directed to hand their device in to the office 3 or more times in a week then the parent/guardian will be required to collect the device from the office.
- If a student refuses to hand in their device to the school office then they will automatically receive after-school detentions or a suspension.
- Students who persistently fail to follow the E.M.D.P will be referred to HoY / HoD Support for follow up. These follow ups may include suspensions from school and / or removal of electronic device privileges at school as per the Responsible Behaviour Plan.

Liability

Mobile phones and other electronic equipment are brought to school at their owners' risk. No liability will be accepted by the school in the event of loss, theft or damage to any device. When they are in the pocket hanger the school takes responsibility for any loss, theft or damage.

Note: Principals are able to make rules regarding what items students can and cannot bring to school, which are likely to cause disruption or harm the smooth running of the school.

***Students will be issued with a receipt when they hand their device in to the office. This receipt will be used by the classroom teacher to confirm that the student has actually been to the office. Students will also use their receipt to claim their device at the end of the school day.**

This policy is made in accordance with Department of Education, Training and the Arts (DETA) policy – SCM-PR-003: *Appropriate Use of Mobile Telephones and other Electronic Equipment by Students*. This policy reflects the importance the school places on students displaying courtesy, consideration and respect for others whenever they are using electronic devices.