

## Rationale and Objectives

Banora Point High School supports the restrictions of mobile phones and associated devices, including smart watches and listening accessories, in accordance with the NSW Department of Education: Students' Use of Mobile Phones in Schools policy. Mobile phone use in schools can impact student learning and wellbeing. Restricting mobile phone use at school aims to increase focus in classrooms, remove distractions and promote positive social interaction, while reducing the potential for online bullying. Banora Point High School has strong teaching and learning practices to support students in the classroom using various forms of appropriate technology, which maximises the benefits and minimises the risks of digital environments and prepare students for life beyond school. We foster a safe learning environment which supports and enhances each child's social and emotional health through our wellbeing and learning support teams.

Banora Point High School has elected to use the following approach. **All mobile phones will be 'off and away' for the full school day, including recess and lunch.** This will mean that students will have a responsibility to turn off their phone and store it safely in their school bag for the course of the school day. This is an approved NSW Department of Education option and will limit unnecessary distractions and complement our ongoing approach to ensure every student maximises their learning and social growth in a safe and supportive environment.

## Exemptions

Banora Point High School understands there may be students who have a medical, wellbeing or learning need which will require them to access a mobile phone.

If an exemption is required, **parents must obtain a letter from a medical professional** stating when and how the phone is to be used and complete the attached exemption form.

**A meeting with the Principal or Deputy Principal must be arranged** to determine the exemption, as well as the adjustments to any school-based practices and procedures.

**An exemption will not be granted for canteen purposes.** The canteen will not accept phones for payment from the beginning of Term 4, 2023. Students will be required to pay for any purchases at school by using a card or cash.

## Contacting students

Banora Point High School acknowledges there will always be emergencies when parents need to get in contact with students or vice versa during the school day. We try to keep this to a minimum, with the exception of emergencies, to avoid disturbing the students' learning. Parents and carers can make contact with the school through the school office **07 5513 1960** and students will also be able to contact parents or carers through the school office if urgent.

## Appropriate / Expected Use

### Students

- Ideally mobile phones should be left at home.
- In the event of a student bringing a mobile phone to school, the device, including accessories, **must be switched off and placed in the student's bag on arrival to school.** The device is not to be permitted to be used until the student leaves school premises at the end of the school day. **This includes recess and lunch.**
- All mobile/electronic devices owned by students are brought to school at their own risk. The school does not accept responsibility for damage, loss or theft and will not compensate for such.

- On excursions and carnivals, students must follow the explicit instructions of staff regarding mobile phone use.
- Under no circumstances is a student to take a call or mobile message during lesson time.
- **The canteen will not accept phones for payment from the beginning of Term 4, 2023. Students will be required to pay for any purchases at school by using a card or cash.**
- Phones are off and away all day. Phones are not to be visible at any time during the day.
- Students are to comply with staff directions at all times. Failure to comply will result in consequences for inappropriate use as outlined below.

## Parents

- Contact the school office to pass on messages to students. Arrangements can be made for the student to contact parents. Please do not attempt to contact students on their mobile phones as this will result in consequences for the student.
- Understand that the school takes no responsibility for loss or damage to phones, devices or accessories.
- Work collaboratively with the school and help reinforce Banora Point High School's Mobile Phone Policy and Procedure.

## Policy Evaluation timeframe

- Week 8 Term 4, 2023.
- After the first year of implementation.
- Subsequently on a 3 year cycle

## Consequences for inappropriate use

Action	Consequence
<p>Student uses phone, or is visible, during class time and/or recess and lunch.</p>	<ul style="list-style-type: none"> <li>• <b>Teacher instructs student to surrender the device.</b></li> <li>• Teacher, at end of lesson or break, will take the device to the front office where it will be placed in the school safe.</li> <li>• Teacher will notify Deputy Principal and complete Sentral entry.</li> <li>• Deputy Principal will interview student and issue a Formal Caution.</li> <li>• A Suspension may be considered, as instructed by the Principal, for repeat offences and/or non-compliance.</li> <li>• Deputy Principal contacts parent /carers.</li> <li>• Deputy Principal updates Sentral entry</li> <li>• A phone condition report will be completed at the front office.</li> <li>• <b>The device remains secured at the office until picked up by parent/carer.</b></li> </ul>
<p>Student refusal to comply with teacher instructions.</p> <p>Refer to Head Teacher</p>	<ul style="list-style-type: none"> <li>• <b>Teacher refers incident to Head Teacher.</b></li> <li>• Head Teacher instructs student to surrender mobile device.</li> <li>• Head Teacher will take the device to the front office where it will be placed in the school safe.</li> <li>• Head Teacher will notify the Deputy Principal and Head Teacher to complete Sentral entry – defiance/refusal to follow instructions.</li> <li>• Deputy Principal interviews student and issues a Formal Caution or Suspension as instructed by the Principal.</li> <li>• Deputy Principal contacts Parent/carer to advise of incident and outcome.</li> <li>• Deputy Principal updates Sentral entry</li> <li>• A phone condition report will be completed at the front office.</li> <li>• <b>The device remains secured at the office until picked up by parent/carer.</b></li> </ul>
<p>Student refusal to comply with HT instructions</p>	<ul style="list-style-type: none"> <li>• <b>Head Teacher refers incident to Deputy Principal.</b></li> <li>• Head Teacher completes Sentral entry – defiance/refusal to follow instructions.</li> <li>• Deputy Principal interviews student and issues a Formal Caution or a Suspension as instructed by the Principal.</li> <li>• Deputy Principal contacts Parent/carer to advise of incident and outcome.</li> <li>• Deputy Principal updates Sentral entry</li> <li>• A phone condition report will be completed at the front office.</li> <li>• <b>The device remains secured at the office until picked up by parent/carer.</b></li> </ul>
<p>Device used inappropriately or illegally, e.g. inappropriate or illegal content on device, cyberbullying, etc.</p>	<ul style="list-style-type: none"> <li>• <b>Immediate referral to Principal or Deputy Principal.</b></li> <li>• Principal or Deputy Principal will contact parent/carer to advise of incident.</li> <li>• Principal or Deputy Principal will implement appropriate action which may include a Suspension.</li> <li>• Serious incidents may also be referred to Police and Child Wellbeing Unit where appropriate.</li> </ul>