

Use of Personal Mobile Phones and Other Personal Technology Devices by Students

Definition

Personal mobile phones and personal technology devices include any device that is not issued and/or approved through the school. These devices include, but are not limited to, mobile phones, mobile hand held devices, gaming devices, personal laptops (excluding CYOD and approved BYOD devices), wearable technology devices (e.g., smart watches), iPods, iPads, voice recorders, music players and is also inclusive of associated technology (e.g. earphones, wireless earbuds).

Students who bring valuable personal technology devices like those described above to school do so at their own risk of damage or theft. No liability shall be accepted by the school in the event of loss, theft or damage of any device. The use of these devices can be disruptive to the learning environment of all students, have potential to cause disruption within the school environment and are, therefore, strongly discouraged.

Student responsibilities

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

- Students must at all times follow the Computer and Network Usage Agreement;
- Students **must not** use, have access to or have on their person mobile phones or other personal technology devices during designated learning time or in designated learning areas.;
- Students **must not** use, have access to or have on their person mobile phones or other personal technology devices during assemblies, year level parades, performances, presentations and CARE group;
- Students **must not** use mobile phones or other personal technology devices during any transition of classes;
- Students **must not** use personal mobile phones or other personal technology devices to record voice or images (photograph or video) of any other student, staff member or visitor at any time;
- Students **must not** use or access personal mobile phones or other personal technology devices in designated mobile free zones;
- Students **must not** use or access personal mobile phones or other personal technology devices during emergency evacuation and lockdown procedures, including drills;
- Students may use and have access to personal mobile devices or other personal technology devices:
 - while travelling to and from school;
 - before school;
 - during break times - morning tea and lunch
- Students must not take personal mobile phones or other personal technology devices into formal assessment situations;
- Use of personal mobile phones or other personal technology devices on excursions, camps, carnivals, school events and extended trips will be specified for the activity;
- Students must be courteous, considerate and respectful of others when using a personal mobile phone or other personal technology device;
- Students must follow staff directions in relation to use of and access to personal mobile phones and other personal technology devices.

Mobile phone and device free zones

At Proserpine State High School the following spaces have been designated as technology free zones. Students must not use or access personal mobile phones or other personal technology devices when in these zones-

- Classrooms
- Administration building
- Student Advisory Centre
- Resource Centre
- Toilets and Amenity Blocks
- Detention and Withdrawal rooms

Consequences of misuse

Mobile phones and other devices used contrary to this policy will result in immediate removal by school staff. Refer to Temporary Removal of Student Property Policy.

Devices potentially containing evidence of criminal offences may be reported to the police. In such cases police may take possession of such devices for investigation purposes and students and parents will be advised to contact Queensland Police Service (QPS) directly.

Refusal to co-operate with the policy, including requests to temporarily remove, will result in a referral to Administration who will determine appropriate disciplinary consequences.

Serious incidents involving mobile phones or personal technology or repeated failure to comply with the policy will be treated as wilful or persistent disobedience and may lead to more serious disciplinary consequences, including suspension and exclusion.

Stages of removal

First removal of a mobile phone or other personal technology device

The device will be made available for collection by the student from the school office at the conclusion of the school day: unless required to be kept for purposes of disciplinary investigation, when it will only be returned in the presence of a parent.

Second removal of a mobile phone or other personal technology device

The device will be made available for collection by a parent/carer from the school office after 3:00pm on the day of removal: unless required to be kept for purposes of disciplinary investigation. If parent/ carer is unable to collect on the day of removal, the school will retain the device until a parent/carer is able to collect.

Subsequent removal

Students who have a personal technology device confiscated (minor breaches) on more than two occasions may have the privilege of having a mobile phone and other personal

technology device at school withdrawn for a period of time to be determined by the principal or the principal's delegate.

Mobile phone ban

Students who have been placed on a mobile phone ban have had the privilege of having a personal mobile phone or other personal technology device at school withdrawn.

A student may be placed on a mobile phone ban when:

- a mobile phone or other personal technology device has been removed by staff on two prior occasions;
- in serious breach of the personal mobile phone and other personal technology devices policy.

Students on a mobile phone ban are not permitted to have a personal mobile phone or other personal technology device at school or access any mobile phone or other personal technology device while at school.

Students who are not permitted to have a mobile phone or personal technology device due disciplinary consequences must attend an interview with the Principal or Principal's Delegate to obtain permission to reinstate mobile phone or personal technology device privileges.

Students in breach of a mobile phone ban, will face further disciplinary consequences, including suspension.