

Bothwell District 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 below.

It is important to note that it is not a requirement at **Bothwell District High School** for students to have a mobile phone at school. Some schools may be implementing the Bring Your Own Technology (BYOT) Policy and processes and this would fall under the approved exemption of direct teacher instruction.

Bothwell District High School recognises that 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 **Bothwell District High School**.

CONDITIONS OF USE

- Students (Years K-12) at **Bothwell District High School** must have their mobile phones switched off during the school day and stored in their bag or locker.
- Students must not use mobile phones from the start to the end of the school day from Kindergarten to Year 12.
- Students with 'smart watches' must have them set to 'aeroplane mode'. Non-compliance will be treated in accordance with this policy.
- Students take responsibility for the safety and security of their own devices. The school will not accept liability for loss or damage to personal devices in the event of insecure storage or usage contrary to this policy.

3. Exemptions

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

Bothwell District 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.
- For students experiencing extenuating circumstances other than the above, where agreed by the principal or their delegate.

COMMUNICATION WITH STUDENTS DURING THE SCHOOL DAY

- While at **Bothwell District High School**, students are the responsibility of the school. All communication between parents/carers and students, during school hours, must occur through the school office.
- 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.

4. Non-compliance with this policy

- Non-compliance with this policy will be managed in accordance with the school's Respectful Student Behaviour Policy.
- Students who do not comply with this policy may have their mobile phone confiscated and held at the school office. The parent/carer may be informed and requested to collect the device at their earliest convenience. It will be kept in a clear plastic snap lock bag with name clearly marked on the bag.
- Students who do not comply with this policy will be required to check their phone into the office each day. It will be kept in a clear plastic snap lock bag with name clearly marked on the bag.
- 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.
- Further disciplinary action, in accordance with **Bothwell District High School** Respectful Student Behaviour Policy may be a result of repeated non-compliance and/or depending on the circumstances of the non-compliance.

5. Supporting information

- Frequently Asked Questions for Families

STORAGE OPTIONS

Schools must determine an appropriate storage approach for student mobile phones in consultation with their School Association.

Schools may use a range of storage and student mobile phone identification approaches that are appropriate to the context of their school's mobile phone policy and management procedures.

Examples of student mobile phone storage and identification systems include, but are not limited to:

Storage (student, classroom or school office)

- Mobile phone is kept in student bags and switched off.
- Mobile phone is kept in locker (with door locked using a lock supplied by the student) and switched off.
- Mobile phone is kept in clear plastic snap lock bag with name clearly marked on bag and handed in as per school policy and switched off (where other storage options are not available).

6. 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, to the official end time of the school day.

7. 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

Internal Information Only*

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