



WARNERS BAY HIGH SCHOOL

"Quality Education for All"



Acceptable Use of Mobile Phones 2020

Rationale and Purpose

Mobile phones have become an important and invaluable part of our modern lifestyle. Warners Bay High School understands that there are times when possession of a mobile phone can provide a sense of safety and security while travelling to and from school and play a role in the teaching and learning. This policy clearly outlines our expectations regarding the safe and appropriate use of mobile phones by students at school or during extra-curricular activities. The school aims to provide a happy, safe and stimulating learning environment for all students. The purpose of these procedures is to ensure that mobile phone usage does not disrupt the learning environment. The procedures seek to clarify the responsibilities of staff and students regarding the use of mobile phones.

Responsibility for Mobile Phones

Students bring their phones to school at their own risk. The school is not responsible for phones that are lost, stolen or damaged at school or when students are travelling to and from school.

Phone Usage

1. Students are permitted to use their mobile phones in a responsible way before school, at recess and lunch, and after school.
2. Before entering the classroom, students will switch off their mobile phones or set them to non-vibrating silent mode or airplane mode then immediately place them in their school bag or designated phone box ('bag or box'). At the end of the lesson, the teacher will supervise students collecting their mobile phone from the box.
3. Mobile phones and headphones (including earphones, airpods etc) will remain in the 'bag or box' for the entirety of all lessons, study periods and school activities unless part of a learning activity sanctioned by the teacher.
4. Mobile phones are to be left in the 'bag or box' if leaving the classroom to access the changing rooms or toilets, go to the office (etc).
5. Students requiring use of their mobile phone for medical purposes or as part of their IEP will be allowed access at all times. This will be managed by Head Teacher Wellbeing.
6. Use of mobile phones during excursions and on camp is to be determined by the classroom teacher or teacher in charge of the excursion or camp.
7. Students will not send text messages, play games, use apps, listen to music or any audio material or view videos during lesson times.
8. Students will not take or transmit photos video or audio recordings of any school activity, including student interactions in the playground.
9. Students will not make, transmit or publish unauthorised images or audio that may cause embarrassment or discomfort to their fellow students, staff or visitors to the school.
10. Students will not participate in cyberbullying, including abuse transmitted electronically such as by email, Facebook, Twitter, SMS text messages or apps such as Snapchat, Instagram or by other electronic means. Any such action will be dealt with according the school discipline procedures and DoE policy. Police may be called.
11. Smart watches are allowed to be used in a similar manner to analogue watches. Inappropriate use of smart watches (such as accessing functions available on mobile phones) may result in similar action being taken for the unacceptable use of mobile phones.

12. Mobile phones and smartwatches are to be switched off and placed in the bag or box at the front of the room during assessment tasks, as per the School's Assessment Policy.
13. If students use mobile phones inappropriately, or refuse to comply with this policy, the Principal (or their delegate) has the right to take appropriate action. Depending on the circumstances, action may include but is not limited to:
 - confiscating mobile phones from individual students;
 - banning students from using mobile phones during the course of the school day. This will require students to hand in their mobile phones to the main office and will be locked in the secure storage for collection when students go home at the end of the day.
 - applying student disciplinary provisions in accordance with the WBHS procedures.
14. It is important mobile phones are not used to bypass school procedures in relation to school-parent contact. Any messages for students are managed through the front office. If a student needs to contact a parent during lesson time, this is to be managed through the front office.
15. Students are required to abide by all related DoE and WBHS policies. In situations not specifically addressed in these policies, the principal or their delegate will make the final determination regarding any action to be taken.

Supporting Policies

- DoE [Legal Issues Bulletin 35: Misuse of Technology in Schools](#)
- DoE [Student Discipline in Government Schools Policy](#)
- DoE [Impact of Mobile Digital Devices in Schools](#) (CESE)
- DoE [Online Communication Services: Acceptable Usage for School Students Policy](#)
- DoE [Student Bring Your Own Device Policy](#)
- DoE [Values in NSW Public Schools](#)
- WBHS BYOD Policy and Procedures
- WBHS Acceptable Use of Technology Procedures
- WBHS Discipline Policy
- WBHS Assessment Policies

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