

PERSONAL MOBILE DEVICES



RATIONALE

The use of mobile phones in class is disruptive to the learning environment and the smooth running of the school. This policy is designed to provide an effective learning environment for all people

PURPOSE

To explain to our school community, Fountain Gate Secondary College policy requirements, and expectations regarding the safe and appropriate use of personal mobile devices by students, at school or during school activities.

SCOPE

This policy applies to:

1. All students at Fountain Gate Secondary College and,
2. All personal mobile devices that have not been approved by the Principal Team for the purpose of carrying out and engaging in the teaching and learning of the curriculum.
3. Please note: this policy does not apply to devices used under the BYOD program.

DEFINITIONS

Personal mobile devices are portable computing and communication devices such as smartphones, tablets and smartwatches.

POLICY

Fountain Gate Secondary School understands that students may bring a personal mobile device to school, particularly if they are travelling independently to and from school or to extra-curricular activities.

- During school hours, from 8:45am-2:59pm, personal mobile devices must be switched off, and locked securely in the student's locker;
- If a student needs to access their mobile phone device during before or after school events such as clubs and other special events.

Personal mobile device use

Personal mobile devices must not be used:

- during class, recess or lunchtime, assemblies
- to send inappropriate, harassing or threatening messages or phone calls
- to engage in social media use including cyber bullying
- to capture video or images of people, including students, teachers and members of the school community
- during exams and assessments.

Students who use their personal mobile device inappropriately at school may be issued with consequences consistent with our school's policies.

In some circumstances, students' personal mobile devices will be confiscated and stored securely at the Front Office. In these circumstances, the mobile device will usually be returned to the student or their parent/carer at the end of the school day.

Students **are not** permitted to access their personal mobile devices during lunchtime or recess, unless they have sought and been granted permission from a supervising teacher or have been granted an exemption to this Policy by the Principal.

Exemptions

There may be circumstances in which a student may apply to the Principal for an exemption from this policy on the basis of safety and/or wellbeing requirements particular to that student. Other exemptions include paying for food at the Canteen, when used for educational purposes (with strict permission given by the subject teacher), and when smartwatches are used as a watch only. If this is the case, please contact a member of the Principal Team.

Insurance

Students are responsible for their personal mobile device. Please note that Fountain Gate Secondary School does not have accident insurance for accidental property damage and/or theft. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items, including personal mobile devices that may be brought to school. Students are responsible for items brought to school. The College will not replace devices that have been lost or stolen.

Camps and excursions

In most circumstances, students will not be allowed to bring their personal mobile device on overnight school camps or excursions. Fountain Gate Secondary College will provide students and their parents and carers with information about items that can be brought to special activities and events, including personal mobile devices.

REVIEW PERIOD

This policy was approved by School Council in December 2019 and is scheduled for review November 2020.

Appendix 1

Policy	Consequences	Teacher Action
<ul style="list-style-type: none"> - If phone is used, seen or heard - Class time refers to regular to school lessons, meetings, assemblies, incursion or similar organised activities - Mobile phones may only be used when special permission is granted by the teacher in charge - If mobile phones are used in any way that breaches either the bullying and harassment or privacy policies, refer to those policies for direction - In order to reinforce this behaviour, staff are also expected to comply with our social media policy. This includes carrying a phone at all times, strictly for purposes related to professional duties 	<p>1st Offence: Phone is confiscated, handed into the front office, logged on Compass. Student to pick up at the end of the day</p> <p>2nd and Future Offences: Phone is confiscated until end of day. Parents (or emergency contacts) are contacted by the School and requested to collect phone. (from 3:15-4:00pm)¹</p> <p>Student refuses to hand phone over to any teacher: Parents are contacted to pick up their child immediately and an immediate suspension is in place.</p> <p>Further consequences (ie. Suspension and daily phone hand in) will apply to students not following a teacher's directions.</p>	<p>Teacher takes the phone to the front office at the end of the lesson. If it is Period 5, teacher maintains possession until the end of class (provided it's a first offence) and logs it on Compass.</p> <p>Phone is placed in clear bag and secured.</p> <p>Student signs phone out if first offence; parent for any subsequent offences.</p>

¹ Any member of the PCO class can make a reasonable determination if a mobile phone is to be returned at the end of the day if a parent or emergency contact is unavailable. However, the phone needs to be returned to front office the next day