



2024 Mobile Phone Policy



Respect

Learning

Community

Creativity

Mobile Phone Policy (2024)

To be reviewed end of Sem 1, 2024

Background

From the beginning of Term 1 2024, all Queensland state school students will be required to keep mobile phones switched off and 'away for the day' **during school hours and while attending school activities, such as representative school sport, excursions and camps.**

Wearable devices, such as smartwatches, can be worn to school; however, **notifications must be switched off** so that phone calls, messages and other notifications cannot be sent or received.

See the link below for further details:

<https://intranet.qed.qld.gov.au/EducationDelivery/educationandict/Pages/student-use-of-mobile-devices.aspx>

Purpose

This policy seeks to both meet the State Government requirement and to specifically improve the culture of student engagement and behaviour by removing the distraction to learning and the potential student safety issues that mobile phones and their accessories represent.

Guiding principles

1. To maintain a strong focus on educational achievement, and student wellbeing and engagement by:
 - providing optimal learning and teaching environments
 - encouraging increased face-to-face social interactions between students
 - promoting the health and wellbeing of students through increased social interaction and physical activity
 - reducing the potential for students to be exposed to the negative impacts of the digital world, resulting from unsafe or inappropriate technology use.
2. To provide students and staff with clear guidelines for the management of mobile devices, smartwatches and their accessories.

Process

In order to enact the State-wide ban,

Mobile phones and their accessories are prohibited during school hours. School hours are defined as being between the first bell of the day at 9.00am to the last bell 3.05pm.



Our Vision

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Our Purpose

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Our Motto

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Our Explicit Improvement Agenda

Positive Culture, Engaged Learners, Connected Community

Student information

- All students are required to comply with the FGSHS Mobile Phone Policy.
- No student is permitted to have mobile phones or their accessories on or with them during school hours. Students may choose to hand their device in to the office prior to the school day for safekeeping.
- **Students are provided with a locker and a lock by the school and it is their responsibility to ensure that their locker is secure.**
- If these items are seen by staff, students will be directed to hand in their device to the office and a range of consequences will be actioned as detailed in the Student Code of Conduct.
- Smartwatches/movement trackers are permitted, but must have notifications turned off or be set to flight/ mode. If students are seen to be sending or receiving information via their smartwatch/movement tracker, the student will be sent to the office to hand it in.
- Student refusal to follow staff directions regarding the handing in of their mobile device/accessories, may receive a consequence in line with the Student Code of Conduct.
- Items handed in to the office will not be returned until the end of the students timetabled day or 3:05pm. Items not collected can be collected the following day (3:05pm)
- Students handing in a substitute or "dummy" devices to avoid confiscation will have further consequences applied.

Parent information

- As a parent or carer, you play an important role in supporting your child to engage with technology in safe and respectful ways. Parents can support schools to implement the 'away for the day' approach by:
 - talking with your child about the requirement to have their phone switched off and away for the day, and/or notifications disabled on wearable devices
 - using the school's preferred communication method to contact your child during the day, such as phoning the school office
 - encouraging your child to report to a staff member in the first instance if they become unwell or experience an issue during the school day
 - raising questions about the school's local implementation approach with school staff
 - establishing routines at home to help your child balance their use of devices and screen time.



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Implementation process at school to support responsible use of phones/devices:

- Where staff see phones or their accessories, students will be directed to the office to hand their device and accessories in. Failure to comply will result in a consequence, repeated infringements will result in a consequence in line with the Student Code of Conduct.
- Students are responsible for all items brought to school. Students, Parents and Carers are encouraged to obtain appropriate insurances for valuable items.
- No liability will be assumed by the school for devices that are stolen or damaged at school.
- Students using their devices in an inappropriate manner whilst in uniform or on site, (recording students or staff, sending/sharing of images or texts designed to intimidate or harass) will face serious consequences as outlined in our Student Code of Conduct.
- When students need to contact parents the school has a phone available in the office for student use.
- In the case of emergencies, messages from parents and carers can be communicated to the students throughout the day by office staff.

First non-compliance	Repeated non-compliance
<ul style="list-style-type: none"> • Handed in to the office, held until the end of the timetabled student day • Noted on Compass 	<ul style="list-style-type: none"> • Handed in to the office, held until the end of the timetabled student day • Noted on Compass • Parent called (Year Level DP) • Possible detention, removal of permission to bring a device or suspension

Exemptions:

- Principals (or the Year Level Deputy Principal) will consider requests for exemption received from students or parents on a case-by-case basis. When considering an exemption request, principals (or the Year Level Deputy Principal) may seek additional information to support the need for the student to access their mobile phone or wearable device during the school day.
- Approved exemptions (which are only approved by the principal), including details of how and when a student may access their mobile phone or wearable device, will be documented in the student's OneSchool Support Provisions tab and communicated to school staff.
- Students with an approved exemption must only use their mobile phone or wearable device for the intended, approved purpose.



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Parent and carers

'Away for the day' – Frequently asked questions



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Mobile phones and wearable devices

When does 'away for the day' begin?

From Term 1 2024, all state school students must keep their mobile phones switched off and 'away for the day' during school hours.

Wearable devices, such as smartwatches, can be worn however notifications must be switched off so that phone calls, messages and other notifications cannot be sent or received during school hours.

Why are students being asked to put their phone away for the day?

This approach is being implemented in all Queensland state schools to help:

- reduce distractions in the classroom
- increase face-to-face interactions between students
- promote student health and wellbeing
- reduce the potential for student exposure to negative impacts of the digital world, such as cyberbullying.

Can my child take their phone with them when travelling to and from school?

Yes, students are allowed to bring their mobile phone or wearable device to school. Students will be able to use their phone outside of school hours to support safe travel, and to make contact with parents, friends and part-time employers.

Can my child still bring wearable devices to school?

Wearable devices such as smart watches can be worn, however notifications must be switched off so that phone calls, messages and other notifications cannot be sent or received during school hours.

My child's phone does not connect to the internet, will they be allowed to use their phone?

No. Any phone that has the ability to connect to telecommunication networks or the internet must be switched off and away for the day.

My child uses their phone / wearable device to manage and monitor a health condition. Can they still use it?

Yes, exemptions will be made available for students who require access to their mobile phone or wearable device for health monitoring purposes.

Please speak with the school principal regarding processes for requesting an exemption.

Who is responsible for my child's phone during the day?

If your child chooses to bring a phone to school, they will be responsible for the mobile phone during the school day.



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My child uses their phone / wearable device as an adjustment to access and participate in the curriculum. Can they still use it?

Yes, exemptions will be made available for students who require access to their mobile phone or wearable device for learning, medical, disability and/or wellbeing reasons.

This may include scenarios where:

- the mobile phone or wearable device is used as an agreed reasonable adjustment for a student with disability or learning difficulties
- the mobile phone or wearable device is used by the student as an augmentative or alternative communication system or as an aide to access and participate in the environment e.g. navigation or object/people identification applications
- the mobile phone or wearable device is used as an agreed adjustment for a student with English as an additional language or dialect
- students in Years 11 and 12 are applying for Access Arrangements and Reasonable Adjustments (AARA) for assistive technology.

Please speak with the school principal (or their delegate) regarding processes for requesting an exemption.

Will my child still get to use their phone for learning purposes, or in subjects that require technology?

In some circumstances, teachers may give permission for students to use their mobile phone or wearable device in the classroom, for a specific and agreed educational purpose. In this instance, teachers will ensure that students only use the phone for the agreed purpose, then at the conclusion of the activity, switch it off and put it away again.

My child forgot their lunch, how will I contact them?

You can continue to contact your child through existing school processes, such as phoning the school office.

How will I contact my child at school in the event of an emergency?

In the event of an emergency, you will still be able to contact your child through existing school processes, such as phoning the school office.

How will my child contact me while they are at school?

If your child becomes unwell or experiences an issue during the school day, it is important that they report to a staff member in the first instance. Staff will follow appropriate school processes and make contact with parents and carers.

In the event of an emergency at school, the school will follow their Emergency Response Plan to ensure the safety and wellbeing of all students and staff, which includes processes for communicating with parents and carers.



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My child has a part-time job, how will their employer contact them?

Students are permitted to bring their mobile phones to school; however, they must be switched off and put 'away for the day' during school hours. It is important that your child notifies their employer that they will not be able to receive or respond to messages and calls during school hours. After school hours, students will be able to check for messages from their employers.

Will my child be able to use their phone / wearable device to make school payments?

No.

Can my child use their phone while they are on excursions?

Mobile phones and wearable devices are not to be used during school activities such as representative sport, camps and excursions, unless an exception is made by the principal. If this is the case, information will be included in the excursion permission form.

Where will my child store their phone during the day?

- in student lockers
- in a secure location, such as a locked cupboard in the school office.

What will happen if my child uses their Phone/Device/Accessories/device during school hours?

They will be directed to hand in to the office for collection. Failure to do this on request will result in further consequences in line with the Student Code of Conduct.

When will they get it back?

All collections will take place at the office at either the end of the school day, 3.05pm or the end of the student's timetabled day or the Phone/Accessories may be collected by the student's parent and taken home.

What will happen if my child is caught with their Phone or its accessories again?

If your child is caught with their Phone or accessories again, it will be the same process however, the consequences will increase for each failure to comply with the policy. Ultimately, the Principal has the right to refuse the right to bring a Phone/Device/Accessories to school.

Whom can I speak with if I have additional questions?

Students and Parents may contact their relevant year level Deputy Principal or year coordinator for further information

Can a parent give permission for a student to have a Phone/Accessories at school?

No, under the Education Act, only the principal can provide permission, as they are the authority for the site. Parents whose student requires a Phone for medical purposes will need to provide the necessary documentation for a medical professional to support their application.



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FLOW CHART OF RESPONSES FOR STAFF WHEN ADDRESSING PHONES

Mobile phones and their accessories are prohibited during school time, school time is defined as between the first bell of the day 9.05am to last bell 3.05pm.

