

# GINGIN DISTRICT HIGH SCHOOL

## **OFF AND AWAY ALL DAY - Mobile Phone and Digital Device Policy**

The policy is about increasing student levels of academic engagement and social connection while they are at school. We want to reduce the pressure and anxiety students feel associated with always needing to respond. Students need the freedom to think, learn and develop positive social skills.

It is the school's policy that:

- Mobile phones, ear phones and other digital devices are to be turned off and put away when students enter school grounds and to remain away all day, including before the start of school and at break times (this includes Apple Watches that are being misused)
- Mobile phones and other digital devices are brought to school at the owner's own risk. No liability will be accepted by the school in the event of loss, theft or damage of a device
- Mobile phones and other digital devices must not be brought into exams
- Reports of all incidents involving inappropriate use of digital devices will be recorded and retained on the student record, including bullying, taking and/or sending of images, sending texts etc.

It is understood that at times digital devices may be used as a valuable learning tool in the classroom. In these instances, students would receive an instruction from the teacher to take out their device. Once the learning activity is complete the device would once again be *Off and Away*

For all contact required between students and or a family member, the Deputy Principals along with Front Office staff will be available to facilitate all necessary communication. There will be no need for a student to use a mobile phone to contact home during the school day.

**This mobile phone and digital device policy is an extension of the school Behaviour Management in Schools Policy.**

In any instance where a student has a digital device visible entering, or while on school grounds, the following procedures will be followed:

### First Occasion

- The student will hand in their device to the teacher/staff member
- The teacher/staff member will hand over the device to the Front Office/Deputy Principal at their earliest convenience where it will be logged and stored for the remainder of the day
- *At the end of the school day the student will be able to collect the device from the Deputy Principal.*

### Second Occasion

- The student will hand in their device to the teacher/staff member
- The teacher/staff member will hand over the device to the Deputy Principal at their earliest convenience where it will be logged and stored for the remainder of the day
- *At the end of the school day a Parent/Guardian will be able to collect the device from the Deputy Principal. The device will not be returned to the student.*

**If at any time a student refuses to follow the instruction of a staff member the Behaviour Management in Schools Policy and Procedures will be applied**