

Mobile Phone and Digital Device Policy “Off and Away All Day”

The **Department of Education** has introduced a policy in 2020 that all schools in WA implement a ban on the use of mobile phones for all students from the time they arrive to the conclusion of the school day (“off and away all day”) unless the student has been granted an exemption for the following uses of mobile phones:

1. to monitor a health condition as part of a school approved documented health care plan; or for a particular educational purpose under the direct instruction of a teacher; or
2. with permission of a teacher for a specified purpose.

Students from Year 7 to 12 are permitted to be in possession of their mobile phone during the school day, however, mobile phones must be turned off and neither seen nor heard.

The policy also requires students to put their smart watches in ‘aeroplane mode’ so phone calls and messages cannot be sent or received during the school day.

Schools will manage breaches of this policy in accordance with the Student Behaviour in Public Schools Policy and Procedures.

Dalyellup College aims to increase 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. We will achieve this by implementing the following:

1. 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 Smart Watches)
2. 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
3. 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/ video, sending texts etc.

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

For all contact required between students and or a family member, the School Officers located in Student Services 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 be required to hand in their device to the teacher/staff member. The teacher/staff member will hand over the device to Student Services 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 Student Services.

Second Occasion

The student will hand in their device to the teacher/staff member. The teacher/staff member will hand over the device to Student Services 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 Student Services. The device will not be returned to the student.

In line with school policy each staff member sets clear expectations on digital device usage

Student has a digital device visible in or out of class without permission

Teacher asks for device to be switched off and handed over

Student follows staff member instructions

1. Student turns off the device, labels the envelope Name/ Date/ Teacher/ Time/ Year level and hands it in
2. Device is taken by the staff member to Student Services (SS) prior to the end of the school day
3. Student collects phone at the end of the day
4. SS member enters behaviour on COMPASS and phones carers

Student follows staff member instructions

1. Student turns off the device, labels the envelope Name/ Date/ Teacher/ Time/ Year level and hands it in
2. Device is taken by the staff member to Student Services prior to the end of the school day
3. Student collects phone at the end of the day
4. Staff member enters behaviour on COMPASS and phones carers

Student follows HOLA or SS instruction

1. Student turns off the device, labels the envelope Name/ Date/ Teacher/ Time/ Year level and hands it in
 2. Device is taken by the staff member to Student Services prior to the end of the school day
 3. Staff member enters behaviour on COMPASS
- HOLA or SS to re-emphasises DC expectations and may add sanctions such as detention or withdrawal. Carers are phoned.

Student does not follow instruction

Repeat instruction in calm and polite tone and allow student to respond positively

Student continues to not follow instructions

Teacher refers to HOLA or SS

Student refuses HOLA or SS instructions

HOLA or SS staff refer to SS manager to follow BMIS policy