

JOHN TONKIN COLLEGE EDUCATION SUPPORT CENTRE

ELECTRONIC DEVICE POLICY

For the purposes of this policy, 'electronic device' includes mobile phones, smart watches and devices, and associated listening accessories, such as, but not limited to, headphones and ear pods.

Rationale

Schools are, and will continue to be, committed to the education of students, staff and their school community in the responsible and acceptable use of mobile phones. It is acknowledged that when used effectively as a tool to enhance learning, mobile phones can play an important role in education. A ban on their use, however, when not in direct support of education, ensures that schools can provide a safe and productive learning environment for the students in their care. The decision to ban the use of mobile phones in schools is intended to remove the potential learning distraction for students, protect the privacy of staff and students, improve social connections at school and improve the health and wellbeing of students. Banning the use of mobile phones will allow students to better engage with their learning and their peers, without the pressure of needing to respond to a mobile phone.

There is no requirement for students to have a mobile phone at school. However, for security and safety purposes to and from school, some parents/carers have supplied their child with a mobile phone.

Policy

As a minimum requirement, schools will implement a ban on the use of mobile phones for all students from the time they arrive at school to the conclusion of the school day, unless under the instruction of a teacher or staff member. Mobile phones should be 'off and away all day'. This includes before school and at break times. All smart watches must be on 'aeroplane mode' so phone calls and messages cannot be sent or received during the school day.

If a student brings a mobile phone to school, it needs to be stored in their bags. Students 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.

Exemptions for JTCEC:

- *where a student needs to monitor a health condition as part of a documented health care plan approved by the school*
- *under the direct instruction of a teacher for educational purposes*
- *during break times students are able to listen to music or audio story book, if they are sitting quietly*

Breaches of this policy will be managed in accordance with the school's behaviour management procedures and the Director General Directive on Action to be taken with students fighting or publishing videos of fighting. This may include, but not be limited to; confiscation (multiple offences may require collection by a parent/carer) or loss of good standing.

Schools may choose, in consultation with the school community, to maintain or introduce a mobile phone policy that imposes further restrictions than those set out in this policy.

Staff use of electronic devices

- Electronic devices are to be on silent/vibrate at all times, apart from when you are rostered on duty or have taken students out of the classroom where there is no landline connection.
- Please do not use your mobile phone during class times unless it is for an emergency or for a genuine educational purpose
- Any use by staff of their mobile phone during school hours must align with the current Department of Education Code of Conduct Principles in relation to; Personal Behaviour, Communication and Official Information, Fraudulent and Corrupt Behaviour, Record Keeping and Use of Information and Conflicts of Interest

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ELECTRONIC DEVICE GUIDELINES

This policy details the conditions under which mobile phones are permitted at the John Tonkin College Education Support Centre and is in full alignment with the Department of Education, WA 'Student Mobile Phones in Public Schools' policy (Effective 3rd February, 2020).

For the purpose of this policy an 'electronic device' includes mobile phones, smart watches, other electronic communication devices and all listening accessories, such as; headphones and earbuds/pods.

Whole School Activity

- each classroom will develop their own "set of rules" poster that clearly shows their class rules on the use of electronic devices

Conditions of Use

- Students will only be permitted to bring an electronic device onto the school premises for safety, security, emergency or educational purpose (i.e. for contacting parents/caregivers **after school** to arrange pick- up times).
- Electronic devices will remain in school bags **AT ALL TIMES**, if a student does not have a school bag the electronic device is to be given to admin.
- All electronic devices **will be required to be turned OFF during school hours from 8am – 2.40pm** Smart watches will need to be switched to 'airplane mode' and earbuds and headphones need to be in school bags.
- The use of electronic devices at recess and lunchtimes is **only allowed if the student is listening to music or audio book**. The student is required to be sitting quietly and not running around.
- **First Warning will occur** If a student is found using his/her electronic device inappropriately. They will be asked to turn the device off and put it away in their bag
- JTCEC has the duty of care for all students who attend the school and instances that require emergency contact with parents **will be conducted by a staff member and/or Principal**.
- The school does not accept responsibility for any theft, loss or damage of an electronic device.



Consequences of the misuse of Electronic Devices at JTCEC

First Warning: If a student is found using his/her electronic device they will be asked to put it in their bag.

Second Warning: If a student is found a second time using his/her electronic device it will be placed in the safe, either in the classroom or in admin. The student can collect the phone at the end of the day.

Third warning: If a student is found a third time using his/her electronic device it will be placed in the safe, either in the classroom or in admin. Where a parent/carer will be called to come and collect the phone.

Parent Name & Signature

Date:

Student Name & Signature

Date:

Principal Name & Signature

Date: