



SUNSHINE COAST
GRAMMAR SCHOOL

Student Mobile Phone/Smart Watch Usage Guidelines

Overview

Grammar embraces the benefits of technology and is committed to reducing students' exposure to cyber-risks (such as cyberbullying, online sexual predation, sexting, identity theft and fraud) when using the internet, mobile phones and other personal electronic devices.

At Grammar, we do not encourage our students to use mobile phones or smart watches at school, with a definite preference that they be left at home. We do, however, understand that these devices can be invaluable for communication with parents in times of emergency in transit to and from school. Mobile phones can act as an aid to learning in prescribed circumstances in a secondary context, with teacher direction and supervision.

PLEASE NOTE: Students who require access to their mobile phone or data connected smart watch for medical reasons are to apply for a mobile phone pass from the Dean of Students Primary or Dean of Students Secondary. This pass is to be kept with the mobile phone or smart watch.

With a focus on the responsible use of technology, this document outlines the protocols for the use of mobile phones and smart watches by students while at school, and is to be read in conjunction with the School's ICT and Anti-Bullying Policies.

Recommendations

- a) Students are **not** encouraged to bring a mobile phone or smart watch that connects to a data network, to school.
- b) If parents require students to have a phone at school, it is recommended to purchase a phone that will only call and text and does not access data.

If a parent deems it necessary for their child to bring their mobile phone/smart watch to school then the following guidelines will apply.

Expectations and Protocols

- a) If a mobile phone is brought into the School, it is expected to be turned off and kept in the student's school bag during school hours.
- b) Smart watches are **not** to be connected to phones or data during school hours.
- c) Teachers reserve the right to ask students to remove their smart watch if it is deemed to be a distraction to their learning.
- d) It is the responsibility of the student to ensure the security of their mobile phone or smart watch at all times.
- e) Mobile phones and smart watches are not to be seen or heard during extra-curricular activities, unless they are being used as a part of a teacher guided activity.
- f) Mobile phones and smart watches are not to be brought into examinations, or to sporting carnivals, school excursions or camps unless otherwise specified.

- g) Parents are asked not to ring or message their children during the day and should be aware that calls or messages might not be accessed until the end of the school day.
- h) If an emergency were to arise requiring a parent to contact their son/daughter during the school day, such contact should be made through the appropriate channels by calling the School on 5445 4444.
- i) The School does not accept any responsibility for any data costs, loss or damage to a student's mobile phone or smart watch.

Consequences

If a student is found to be using a mobile phone or smart watch accessing data while at school in a manner that contravenes any of the above protocols, the following consequences will apply:

PRIMARY SCHOOL STUDENTS

First occasion

- A verbal reminder and confiscation of mobile phone or smart watch by the staff member.
- Staff member who confiscated the mobile phone or smart watch will hand to classroom teacher.
- It is the student's responsibility to collect the phone or watch from the class teacher before they leave school that day.

Second occasion

- A verbal reminder and confiscation of the mobile phone or smart watch by the staff member.
- Staff member who confiscated the mobile phone smart watch will hand it to a member of the Primary Leadership Team.
- Primary Leadership Team member notifies parents.
- It is the student's responsibility to collect the mobile phone or smart watch from the Primary Leadership Team Member before they leave school that day.

Third occasion

- A verbal reminder and confiscation of the mobile phone or smart watch by the staff member.
- Staff member who confiscated the mobile phone smart watch will hand it to a member of the Primary Leadership Team.
- Primary Leadership Team member arranges for a parent meeting and student contract agreement.
- Primary Leadership Team member returns mobile phone or smart watch to parents at meeting.

SECONDARY SCHOOL STUDENTS

First occasion

- A verbal reminder and confiscation of the mobile phone or smart watch by the staff member.
- The staff member who confiscated the mobile phone or smart watch will hand it to the Student's Head of Year.
- It is the student's responsibility to collect the mobile phone or smart watch from their Head of Year before they leave school that day.
- In addition to having the device(s) confiscated, the student will be required to attend a lunchtime detention session with the Dean of Students.

Second occasion

- A verbal reminder and confiscation of the mobile phone or smart watch by the staff member.
- The staff member who confiscated the mobile phone or smart watch will hand it to the Student's Head of Year.
- The Head of Year will notify the parents and the device can only be collected from the relevant Head of Year by a parent.
- The student will be required to have their mobile phone or smart watch kept at the Student Welfare Centre during the school day for the remainder of that term if they choose to bring it to school.