

LESMURDIE SENIOR HIGH SCHOOL

Personal Electronic Devices Policy

This policy refers to the use of personal electronic devices such as (but not restricted to) Mobile Phones, Ipods, Ipads, Smart watches, Laptop Computers, Game Consoles, DVD Players and accessories (eg, earphones) on the school site.

Overview

1. The use of personal electronic devices such as mobile phones, Ipods, Ipads, Smart watches and laptop computers is **restricted** under the terms of this policy.
2. Other Electronic Devices, such as portable game consoles and DVD players **are banned** at Lesmurdie Senior High School.

Introduction

The preferred position is that students do not bring devices such as mobile phones, Ipods, Ipads and laptop computers to school. However, the school acknowledges that there are times when it is genuinely appropriate and beneficial for students to have access to such items.

The management of devices in the classroom setting is primarily considered to be a classroom management issue and failure to comply with the School Policy is regarded in the same way as any other breach of classroom behaviour standards.

Policy

This policy seeks to place reasonable restrictions on the use of these items in a school setting as follows:

- It is important that students display courtesy, consideration and respect for others whenever they are using a personal electronic device.
- Students should only use their personal electronic device before or after school or during recess and lunch breaks, **unless they have the express permission of the classroom teacher to do otherwise for the purpose of an educational activity.**
- Personal electronic devices should not be used in any manner or place that is disruptive to the normal routine of a school.
- All personal electronic devices must be **switched off and stored away securely**. Silent or discreet settings are not acceptable.
- Personal electronic devices must be switched off and out of sight at all assemblies.
- Under NO circumstances are personal electronic devices (such as mobile phones, Smart watches, etc) to be used whilst the student is out of class during class time (such as using an out of class pass, monitor, etc).
- Under NO circumstances are personal electronic devices (such as mobile phones, smart watches, etc) to be used during in-class assessments. Please also see Assessment Policy under section 3 – Breaches of Assessment Protocol.
- Under NO circumstances are students permitted to photograph or film other individuals without their consent; download and/or display inappropriate material including pornographic images; send harassing or threatening text messages (SMS) or multimedia messaging (MMS) messages or use a mobile phone to cheat during assessment. Such behaviour is considered to be a serious breach of school and Department of Education policy and will be dealt with accordingly.
- Under NO circumstances may students use their mobile phone to contact home and make arrangements to leave the school. Any student who is feeling unwell at school and needs to

go home must arrange this through the Lower School or senior School offices. Where parents need to contact their children urgently during the school day, it is requested they contact Lower School on 9291 1250 for Years 7 – 9, and the Senior School on 9291 1218 for Years 10 – 12.

- Mobile phones are not to be used or switched on inside toilets and change rooms.
- Students should ensure that personal electronic devices are always stored in a safe and secure place. Personal electronic devices are used at their owners' risk. **The school accepts no responsibility** for personal electronic devices that are brought to school and undertakes no responsibility to investigate their misplacement, loss or theft.
- Staff will undertake not to have their mobile phones switched on in class.

Emergency Situations

- In the event of an emergency situation students are not to use their mobile phones to photograph or record events, send text messages or make phone calls without the prior permission of a teacher.
- Any student who uses their mobile phone to photograph or record events, send text messages or make phone calls without the prior consent of a teacher during an emergency situation will be deemed to have committed a serious breach of school discipline.

School's Wireless Network

- When using the school's wireless network, students must ensure that internet and online communication services are used for solely the purpose of genuine curriculum and educational activities.
- Use of **unauthorised programs** such as (but not limited to) Facebook, Twitter, MSN and MySpace and intentionally downloading unauthorised software, graphics or music that is not associated with learning, is not permitted.

Consequences of Breaching the School Personal Electrical Devices Policy

- Teachers will **confiscate items** under the following circumstances:
 - Where a phone rings or is seen by a teacher in class or during an assembly
 - Where a personal electronic device or accessory (eg headphones, earpiece) is seen by a teacher being used in class without the prior permission of the teacher.
 - Where a personal electronic device is seen by a teacher during an assembly
 - Where a Portable Electronic Device such as a Portable Game Console or DVD Player is seen at any stage on the school site.
 - Where a student comes into class with an earpiece around their neck.
- The item will be confiscated by the teacher and placed into an envelope, clearly labelled with the date and time, the teacher's name and the student's name. The item will then be handed to the **Front Office** as soon as possible, where it will be logged and stored securely.
- The name of the student will be recorded in case there are further breaches of this policy and parent/caregivers will be informed that their son/daughter has breached the School Personal Electronic Devices Policy.
- In the case of a first offence the student can pick up the item from the front office at the end of the day.
- Breaching the Personal Electronic Devices Policy on the second occasion will result in the confiscated item(s) not being returned to the student, but to be collected by a parent/caregiver

from the Principal or the Principal's delegate.

- Breaching the Personal Electronic Devices Policy on the third occasion **may** result in the student losing the privilege of bringing a personal electronic device to school. This will be at the discretion of the Principal or the Principal's delegate.
- Subsequent breaches will be dealt with directly by the Principal or the Principal's delegate.
- If the student refuses to immediately hand the item over to the teacher, the matter will be referred immediately to the relevant Deputy Principal.
- Students will not come into class with earpieces around their neck. This will lead to the confiscation of the earpiece.
- If a student is found to have photographed or filmed other individuals without their consent; downloaded and/or displayed inappropriate material including pornographic images; sent harassing or threatening text messages (SMS) or multimedia messaging (MMS) messages or used a mobile phone to cheat during assessments the phone will be immediately confiscated and the matter referred to the **School Principal**.
- Students who send threatening, inappropriate, and/or harmful messages to other students in school time will be dealt with by the relevant Deputy Principal. Continued breaches of these guidelines may result in a student being suspended from school.