



<h1>USE OF DEVICES</h1>	
Adopted By: Principal	Review Date: 01/08/2020
Scheduled Review Date: 01/02/2022	

POLICY CONTROL HISTORY:

Date	Reviewed by:	Amendments/Reviews:
01/08/2020	Principal (T. Saunders)	Creation of Policy
10/11/2020	Principal (T. Saunders)	Updated to reflect changes to wearing of smart watches. Combined Tablets reference to Notebooks and Laptops.

SCOPE

This policy provides guidance to students and staff for the use of mobile devices by students within the College. It is to be used in conjunction with the ***Technology Conditions of Use Policy and Student Behaviour Management Policy***. This policy applies to the use of mobile phones, tablets, electronic notebooks, laptops, smart watches, fitness trackers and other electronic learning devices.

NATIONAL PRINCIPLES FOR CHILD SAFETY

The College adopts a Child Safe Organisation Framework where all child related policies are child focused. Although this policy addresses the use of devices, the policy is developed with the safety and wellbeing of children and young people as the primary consideration.

This policy supports the following principles:

- Principle 4 – Equity is upheld and diverse needs respected in policy and practice
- Principle 8 – Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.
- Principle 10 – Policies and procedures document how the organisation is safe for children and young people.

PURPOSE

The purpose of this policy is to increase the protection of students by reducing the impact of harm through the use of technology, to increase learning as a result of less distraction and to safeguard the school's technology systems.

MOBILE PHONE USE FOR STUDENTS

Mobile phones are not to be used throughout the school day by students. Students are to keep their phones in their lockers (Secondary) throughout the school day. Alternatively students may leave their phones in the Student Office or with the class teacher for the day (Primary).

Students are not to have their phones on them in class. This is to eliminate the potential for distraction and to reduce the risk of interruption to the learning programme. Students who breach this requirement will be managed using the Student Behaviour Management Policy.

Students are not to use their phones between 8.25am and 2.45pm. Students breaching this requirement will be managed using the Student Behaviour Management Policy.

Exceptions apply for students with a disability (e.g. diabetes) who may be required to have their phone on them to report health information. This will be communicated in the students' documented plan.

USE OF TABLETS, NOTEBOOKS OR LAPTOPS

A use of a tablet is only permitted when it is supporting a need due to a disability. This must be approved by the Principal with justification as to the requirement for learning support and then implemented in the documented plan.

Students are only permitted to use the devices provided by the College during a specified lesson. Students are not able to bring their personal devices to use at school.

SMART WATCHES/FITNESS TRACKERS

Smart watches and fitness trackers may be worn yet are not to be worn throughout a test or exam. These will be required to be left in a locker during this time or in the care of the supervising teacher.

Students with disabilities may require to wear these at all times to monitor health information and will require special considerations that are identified through a care plan. Students with a requirement to wear a smart watch must have a special considerations application made through SCSA as per the Special Considerations Guidelines for ATAR exams.

ELECTRONIC LEARNING DEVICES

These are only to be used when approved for the course as per the SCSA Special Considerations Guidelines.

CONNECTION TO THE INTERNET SERVICE

Student devices are not able to be connected to the College's internet service.

USE OF PHONES WITH TEACHER PERMISSION

Phones are not to be used throughout the school day. Through adequate planning, teachers should provide the technology required for students to complete the prescribed activities of the lesson.

Under extraordinary circumstances, teachers may approve the use of mobile phones to complete an activity. The Deputy Principal (Administration) should be informed of this requirement and the applicable lessons in advance.

Students should be informed in advance. At all times, staff must be actively supervising the use of phones in the classroom.