

## Away for the day-Mobile and Electronic Devices Policy

At Holland Park State High School, we aim to foster a community of engaged, kind, respectful and responsible learners, persisting towards personal success. This policy supports the requirement for all our students to focus on their learning, and is committed to reducing the distraction caused by personal use of mobile phones and wearable devices. “Away for the day” aims to:

- support the school to create a safe and supportive learning environment that prioritises student engagement and wellbeing
- encourage increased face- to face social interaction between students
- promote the health and wellbeing of students by providing opportunities for social interactions and physical activity during break times and
- reduce the potential for students to be exposed to the negative impacts of the digital world, resulting from unsafe or inappropriate usage of technology, such as cyberbullying, accessing harmful content or breaches of personal privacy.

### Important to note

- Mobile phones and wearable devices include mobile phones, smartwatches, handheld devices and other emerging technologies which have the ability to connect to telecommunication networks or the internet.
- This policy does not apply to personal or school-owned devices, such as iPads, tablets or laptops, that are approved for educational use as part of the school’s Bring Your Own Device (BYOD) policy.

### Student use of mobile phones and wearable devices at school

- All state school students must keep their mobile phones switched off and ‘away for the day’ during school hours. Notifications on wearable devices, such as smartwatches, must be switched off so that phone calls, messages and other notifications cannot be sent or received during school hours.
- This policy also applies to student attendance at school activities, such as representative sport, excursions and camps.

### Bringing mobile phones and wearable devices at school

Students are permitted to bring mobile phones and wearable devices to school to:

- support safe travel to and from school
- make contact with parents, friends and part-time employers outside of the school day, and
- be contacted about their own child or person under their care.

### How it will work at Holland Park State High School

- Every morning students will be required to switch their phone off and place their device in their locker upon arrival
- Phones will stay in student lockers throughout the day and cannot be used to send or receive calls or messages
- Students will be responsible for their phone during the school day
- At the end of the day and when leaving the school grounds, students can remove their phone from their locker and switch it on

### Storage of mobile phones

Phone lockers (mini-lockers) will be available for all students to store valuable items such as mobile phones throughout the school. Students **MUST** provide a lock for the locker, and a spare key must be handed in to Administration who will store the key securely, once a locker form has been completed. Lockers **MUST** be emptied at the end of each year, and each term students who no longer use a locker are asked to inform the administration. Students can also use normal sized lockers located throughout the school.

### Exemptions

Consideration of individual circumstances must be given to students who require temporary or ongoing exemptions to the policy, including where:

- the mobile phone or wearable device is used by the student to monitor or manage a medical condition in accordance with the [Managing students' health support needs at school procedure](#)
- the mobile phone or wearable device is used as an agreed reasonable adjustment for a student with a disability, learning difficulties, or for a student with English as an additional language or dialect
- the student has extenuating circumstances that necessitates the need for access to their mobile phone or wearable device during the school day, including (but not limited to) students who contribute financially to their household, independent students, and students who are primary carer for a child or family member, or
- students in Year 11 and 12 who are applying for Access Arrangement and Reasonable Adjustments (AARA) for assistive technology.

The Principal (or Deputy Principal) will consider requests for exemption received from students or parents on a case-by-case basis. Requests can be made by contacting the school.

### Supporting responsible use of mobile phones and other devices

Holland Park State High School will ensure preventative measures are taken to support this policy. Students will be explicitly informed and educated on being responsible and ensuring their device is 'Away for the day'.

It is highly recommended students are proactive and can prepare by:

- wearing a regular watch to school to tell the time
- turning their phone or device off as they walk through the front gate and storing securely in a locker
- leaving devices at home, including earbuds, headphones, smartwatches and speakers
- bringing cash or an ATM card to make purchases from the tuckshop or uniform shop
- going to the office to contact home (parents will need to contact the school to pass messages along)

### Students who are found using a banned device on school grounds, can expect the following:

1st Offence	<ul style="list-style-type: none"> <li>• Student takes phone or device to the office and hands into the office</li> <li>• Text message sent to parents</li> <li>• Student provided with DAYMAP electronic device slip to take back to class/teacher to show teacher and to hand in at the end of the day to collect device from the office. Lunchtime detention given</li> </ul>
2nd Offence	<ul style="list-style-type: none"> <li>• Student takes phone or device to the office and hand into the office</li> <li>• Text message sent to parents</li> <li>• Office informs DP of second offence</li> <li>• Student provided with DAYMAP electronic device slip to take back to class/teacher to show teacher and to hand in at the end of the day to collect device from the office. Lunchtime detention given</li> <li>• Parent/Guardian contacted and meeting is arranged with Deputy Principal and student where device will be returned to parent/guardian</li> </ul>
3rd Offence	<ul style="list-style-type: none"> <li>• Student takes phone or device to the office and hands into the office</li> <li>• Text message sent to parents</li> <li>• Office informs DP of third offence</li> <li>• In consultation with the Principal consequences will be applied</li> </ul>