

NVSHS Managing Personal Electronic Devices at School – Away for the Day

Rationale

As supported by Education Queensland, mobile phones, smartwatches, wireless earphones (e.g., ear buds) and other personal connectivity devices, are banned at Narangba Valley State High School. These devices are to be turned off and are not permitted to be accessed at any time during the school day (including lunch breaks and once on school site). This does not include students' BYOX devices, as these come under the Narangba Valley SHS's *Responsible Use of ICT Devices Policy*. If a parent needs to contact a student during the school day, they are able to contact the office and a message will be forwarded to the student directly. It is understood that students may need a mobile phone before or after school, when off school grounds, for safety reasons. For this purpose, they will be able to use their phone before they enter the school grounds or once they exit the school.

School Expectations:

- All students from Year 7 to Year 12 are expected to turn off their devices and secure them every school day whilst on school grounds or when off-site representing the school or on excursions.
- All students will be provided with a *Yondr* pouch to secure their device for the duration of their enrolment.
- All students are expected to have their *Yondr* pouch at school every day.
- This pouch remains the property of the school and students are responsible for looking after and maintaining the pouch in workable condition. Damage to the pouch, which isn't considered normal wear and tear, will be considered vandalism to school property, and managed accordingly.
- Loss or destruction of the pouch will result in the student being charged for a replacement pouch.
- The identification number assigned to the pouch must be kept visible for identification purposes at all times.
- On entry to the school grounds, all devices are required to be turned off and placed in the *Yondr* pouch, along with smart watches and wireless earphones (e.g., ear pods).
- Students who use their mobile device as part of their Health Plan (e.g., for diabetes management) will use a Velcro pouch.

Procedures:

Forgotten Pouch:

Student reports to Student Services to hand phone in for the day. If this is done, before the start of the school day, no consequences will be applied. If the student is sent to the office during the school day, consequences will be applied as outlined below.

Lost or Damaged Pouch:

Student reports to Finance Window to collect replacement pouch and invoice sent home (\$20).

Off-site Activities (Excursions/Sport):

Student mobile phones are required to be inside a pouch when off-site on an excursion or sporting commitment. Supervising staff will carry an unlocking device at all off-site activities.

Exemptions:

Application forms for medical exemption can be obtained from the front office, and must be submitted to the year level Deputy Principal with appropriate supporting documentation (e.g., medical management plans).

Device Breach First Offence:

- If a student is found accessing/using a device or refuses to secure their device in a *Yondr* pouch, the student will be referred to the DP and the device will be confiscated.
- A parent/carer will need to pick up the device from the school.
- The student will be required to submit their device in the secure pouch to the DP/Student Counter at the start of each day for a 1-week period.
- This will be recorded in OneSchool as 'Main Behaviour: Defiance' (*Failure to comply with school's electronic device policy first offence*).
- Students will be required to complete an after-school detention.

Device Breach Repeated Offences:

- As above, if a student is found accessing/using a device or refuses to secure their device in a *Yondr* pouch, the student will be referred to the DP and the device will be confiscated.
- A parent/carer will need to pick up the device from the school.
- This will be recorded in OneSchool as 'Main Behaviour: Defiance' (*failure to comply with school's electronic devices policy, repeated failure to follow a reasonable instruction and for behaviour which impacts on the good order and management of the school*).
- Repeat offences may result in a suspension being issued at the Principal's discretion.
- On return from suspension the student will be required to submit their *Yondr* pouch to the Student Counter for a 2-weeks period.
- If breaches continue, alternate behaviour and support management plans may be put in place.

