



# KOORINGAL HIGH SCHOOL

## ELECTRONIC DEVICE POLICY

23rd October, 2019

### **Introduction**

This policy covers the appropriate use of electronic devices, such as mobile phones, laptops or tablets at Koorringal High School.

If these technologies are misused by students they can be very disruptive to teaching and learning and in some cases cause harm. For the well-being of students, electronic devices should be used to build health and feelings of safety, not distracting students or impacting upon them by missing work, being caught up in negative comments or being focused on their device instead of people or other parts of their life.

### **Koorringal High School acknowledges that:**

- Students may need to be in possession of an electronic device at school for reasons relating to their safety in travelling to and from school.
- There may be some times during school that electronic devices may be used for lesson delivery and educational engagement. A decision to use an electronic device will be under the *explicit direction and supervision of the classroom teacher*.
- When used appropriately, electronic devices can be a medium for students to socially connect and interact with each other in a meaningful and productive way.

**Devices may include: Mobile phones, digital cameras, MP3 players/iPods, ipads, tablets, game consoles and other similar devices.**

- The device is the student's responsibility. Koorringal High School will not accept any responsibility for the security, loss or damage of the device while in the student's possession.
- Electronic devices may be used at recess and lunch as long as it does not impact the safety, enjoyment of the playground or wellbeing of other students. However, during class all devices are to be turned **OFF AND AWAY** in the student's bag unless directed otherwise by the class teacher.
- Students should not use the device to record images, video or sound (unless under explicit teacher instructions). Filming or recording without permission is an offence.
- Students should not use device for accessing, downloading or sending inappropriate, offensive or prohibited material.

### **Junior Students (Years 7 – 10)**

- During class, the devices are only to be used for appropriate use in accordance with teacher instructions and only at the teacher’s discretion.
- Otherwise, all devices should be turned **OFF AND AWAY** in the student’s bag.

### **Senior Students (Years 11 – 12)**

- During class, the devices are only to be used for appropriate use in accordance with teacher instructions and at the teacher’s discretion.
- Otherwise, all devices should be turned **OFF AND AWAY** in the student’s bag
- Students may listen to music during study lessons in the library with headphones only. The sound should be not high enough to be heard by others. Failure to regulate the volume as to not distract others may result in the student being asked to put their device away. This is at the discretion of the class teacher or Teacher Librarian.

### **Consequences of a breach of this policy may include:**

- In cases of bullying, harassment, inappropriate filming or threatening behaviour, school-based management (detentions, meetings, suspensions) as well as outside agencies such as the police could be involved.

Step 1		Step 2	Step 3/4	
<b>First Instance:</b> Warning by the class teacher to put the phone away.	<b>Second Instance:</b> Sentral entry, teacher consequence & second warning.  Conferencing between teacher and student  Phone call home	<b>Third Instance:</b> Sentral entry, and teacher consequence  Conferencing between student, teacher and Head Teacher.  Phone call home	<b>Fourth Instance:</b> Sentral entry, Interview with the Deputy Principal.  Possible Warning of Suspension.	<b>Fifth Instance:</b> Suspension for continued disobedience or other interventions as required.