



MOBILE DIGITAL DEVICE Policy and Procedures

Review Date:
Term 1, 2025

Context

Evans River K-12 School is a rural, comprehensive, coeducational high school with an enrolment of 550 students. A significant number of our students are from low SES backgrounds and 18% identify as Aboriginal or Torres Strait Islander. We aim to foster successful learners who are confident, creative individuals and active, informed citizens. This is achieved through sustained, continuous improvement and development of leadership potential.

At Evans River K-12 School, our purpose is to promote a school community (students, staff and parents/carers) that works together to achieve excellence. Our aim is to provide quality teaching and learning in a caring environment. We believe that through cooperation and respect for each other, we can all achieve great things. Evans River K-12 School students are encouraged to take responsibility, show respect and do their personal best. We ask all our students to engage meaningfully with their learning.

Rationale

If used effectively, mobile digital devices can be an effective tool for learning. However, an abundance of research has emerged in recent years which suggests that unmonitored mobile digital device use has a significant negative impact on students. Behaviour problems related to mobile digital device use, as well as a reduction in engagement with learning in the classroom, have prompted a reflection on school procedures.

Procedure statement

Students at Evans River K-12 School will be required to have their mobile digital devices switched off and locked away all day.

Normal operating procedures

No device is permitted on school grounds during school hours unless part of a specific learning experience at the direction of teaching staff. As the student enters the school grounds, the phone is placed in the bag out of sight. When the bell rings at 3.30pm, students as they are leaving the school grounds, can access their phone.

Discipline Procedures - When a mobile digital device is sighted by staff

Appropriate disciplinary action in line with the NSW Department of Education's Suspension and Expulsion Policy will apply. Additionally, the students:

- Mobile phone and/or pouch will be confiscated and handed to the Deputy Principal
- Students can collect their phone at 3.28pm from the Deputy's office
- Failure to follow staff instructions will result in Level 3 placement.

Continued non-compliance with Evans River K-12 School's Electronic Devices Policy may lead to warning of suspension and/or suspension from school.

Emergency Contact

If a parent/carer needs to contact a student at school as a result of an emergency, they are required to call the school's main office (66826666) and a written message will be sent immediately to the student.

If a student needs to make emergency contact with a parent/carer they can do so through the school's main office.

Students can also discuss the need to contact persons other than parents/carers such as employers to check shifts etc. with the Deputy Principal or Year Advisor.

Students are not permitted to call a parent/carer on a mobile phone to arrange for the parent to collect them from school. If a student is sick, the class teacher or deputy will direct them to the front office.

Exemptions

A small number of students will be exempt from having to use a Yondr Pouch for all or part of the day, however these students will be required to keep their phone out of view and on silent at all times.

Students who may seek exemptions include:

- Students who use a mobile phone in managing a medical condition such as diabetes or a disability.
- Students with an Educational Support Plan that specifies the use of a mobile phone in class is required in supporting the students learning. Parents/carers may be requested for medical evidence to support this request as part of the planning cycle for the student.

An exemption to support a significant issue generally around a student's safety or supporting an ill parent or carer where contact is extremely necessary may be granted in consultation with the Deputy Principal or Principal.

Students who have an exemption will be provided with an exemption pass that must be carried at all times by the student. It is the child's responsibility to provide the pass to staff when requested. Failure to provide the pass to staff when requested may mean that students may be treated as if they do not have a pass.

Parents and carers may request an exemption to the procedures around mobile phones (including Smart Watches), Laptops, iPads and other Electronic Devices. These requests will be considered on a case-by-case basis by the Principal.

What happens to mobile digital device handed to the Deputy Principal?

Mobile digital devices are considered the property of the student/parents/carers and are placed in a secure section in the Deputy Principal's Office.

Break Times

Mobile digital devices are to remain out of sight at all times when students are on the school grounds. When a teacher sees a student's mobile digital device during break times, the teacher will be expected to follow the procedures outlined on the previous page under 'When a mobile digital device is sighted by staff'.

Sport (off-site)/ Excursions

Mobile digital devices cannot be used at sport. In some circumstances, students will be allowed to use electronic devices on school excursions, but only under the directions of the supervising teacher. These situations will generally be limited to bus travel to and from the venue.

Teaching using BYOD

Evans River K-12 School does not recognise Mobile Digital Devices as a necessary learning tool. Teachers are encouraged to book other available technology resources. If no alternative is available, teachers who need students to use their mobile digital device for a specific activity during class time, can ask students to access their mobile phone. As soon as the prescribed task is completed, the mobile phone and/or electronic device must be returned to their bag.