

DIGITAL DEVICES POLICY (MOBILE PHONE)

**WOLLONGONG HIGH SCHOOL OF THE
PERFORMING ARTS**

Rationale and Objectives

Wollongong High School of the Performing Arts supports the restriction of mobile phones in accordance with the NSW Department of Education: Students' Use of Mobile Phones in Schools policy (<https://education.nsw.gov.au/policy-library/policies/pd-2023-0480-01>). Mobile phone use in schools can impact student learning and wellbeing. Restricting mobile phone use at school aims to increase focus in classrooms, remove distractions and promote positive social interaction, while reducing the potential for online bullying.

WHSPA has strong teaching and learning practices to support students in the classroom using various forms of appropriate technology, which maximises the benefits and minimises the risks of digital environments and prepare students for life beyond school. We foster a safe learning environment which supports and enhances each child's social and emotional health through our wellbeing and learning support teams.

WHSPA has elected to use the following approach. All mobile phones will be 'off and away' for the full school day, including recess and lunch. This will mean that students will have a responsibility to turn off their phone and store it safely in their school bag for the course of the school day. This is an approved NSW Department of Education option and will limit unnecessary distractions and complement our ongoing approach to ensure every student maximises their learning and social growth in a safe and supportive environment. At WHSPA this policy will also apply to headphones/ear buds. Smart watches are permitted if the messaging function is switched off whilst on school grounds.

Exemptions

WHSPA understands there may be students who have a medical, wellbeing or learning need which will require them to access a mobile phone or headphones as defined in this plan. Students /parents & carers should contact the HT Wellbeing or the Learning and Support Teacher and provide documentation, such as a letter from a health professional, that stipulates why the device is required. This information will then be entered in to the student's Individual Education Plan or Personalised Learning Pathway on Millennium. The student will be issued with an Exemption Pass that they can show teachers.

Contacting the school


Should Parents/carers need to contact their child they are to phone the school on 4229 6844. Students must not use their digital devices to contact parents during school hours. Students can gain access to a phone in order to contact their parent/carer by asking a member of staff at the Wellbeing Hub or front office.

Rules and Expectations:


1	<p>All mobile phones must be turned off and placed away in their school bag, as soon as a student enters school grounds.</p> <p>Headphones/earbuds are included in this policy and must not be used without an exemption pass.</p> <p>Students are not permitted to use their devices anywhere in the school.</p>
2	<p>No mobile phone use is permitted in the canteen. Students must use a card or cash to pay for items.</p>
3	<p>Under no circumstances should mobile phones be used or in the student's possession during examinations or formal assessment tasks. This will result in malpractice.</p>
4	<p>Mobile phones should not be used at excursion venues unless explicit permission is given ahead of time by the organising teacher.</p>
5	<p>Mobile phones should not be used by students participating in school performances (including in changerooms, bathrooms or backstage).</p>
6	<p>If a mobile phone is brought to school, the safekeeping and security of each item is the responsibility of the owner, not the school.</p>
7	<p>Students are not permitted to use their BYOD/laptop to play games or use social media/messaging at any time, including at recess and lunch times. See BYOD policy for further details about rules pertaining to laptops and tablets.</p>

Behaviour Management Flowchart - Inappropriate Use of Digital Devices


Staff member requests that the student hand over the device.
(If the student refuses they will be asked to go directly to the DP and the Student Behaviour Management Policy will apply.)




Staff member takes the device to the Deputy Principal/front office.




Deputy Principal records the incident on Millennium and emails the parent/carer to inform them of the breach of school rules.



At the end of the school day the student has a restorative discussion based on the 'Student Reflection Sheet' with the Deputy Principal and collects their device.



If the student breaches the rule on 3 occasions they will be issued with an after-school detention. The Deputy Principal will email the student's parent/carer informing them of the date and time of the detention.



Further breaches of the rules may result in the student being asked to hand in their phone to the Deputy Principal every morning for a period of time, a 'formal caution' of suspension or a suspension.

Parents will be notified by the Deputy Principal.



Student Reflection Sheet

Key Reflective Questions

- What happened? Is this a pattern of behaviour?
- What were you thinking/feeling at the time?
- Who has been affected by what you have done/your pattern of behaviour?
- In what ways have they been affected?

Questions to Guide Improvement

- How could you have responded differently or handled the situation differently?
- What do you think you need to do to make things right for you and for others?
- What challenges or problems do you think you might face when trying to make things right or change your behaviour?

Do you need any supports to achieve these goals/changes in behaviour?

- Learning Support – literacy, numeracy, exam provisions, Homework Hub, organisation
- Wellbeing Support – chat to a counsellor/SSO/YA, visit the Hub, mediation, Time Out card, Health care, join a wellbeing program
- Behaviour/Attendance monitoring cards to keep on track
- Teacher mentor

What happened and who did it impact?

Based on your reflections, what do you need to do differently?

What supports will you engage with to achieve this goal?