



# Moss Vale High School

## Respectful, Safe and Responsible Learners

### Policy for Student Use of Digital Devices at Moss Vale High School

2020

#### Policy Statement

This policy promotes the learning, safety and wellbeing of students and the management of any risk of harm and distraction from the use of digital technology. This policy outlines the agreed upon procedures in managing students' use of digital devices and online services at Moss Vale High School.

This policy covers student use of digital devices (personal or school provided) and online services in school-related settings, specifically on school grounds, at school-related activities and outside of school where there is a clear and close connection between the school and the conduct of students.

Secondary school principals, in consultation with their communities, have discretion to make decisions about restricting or permitting student use of digital devices and online services in all school-related settings, including at recess, lunch and during class. Digital devices and online services are an important part of everyday life, shaping the way children and young people learn, communicate, work and play. Learning environments, at school and at home, should support students to develop technological, social and emotional competencies. This support should maximise the benefits and minimise the risks of digital environments, and prepare students for life beyond school.

#### Where students bring devices to school:

#### Student Responsibilities

- The student must take full responsibility for these devices. The school or staff will not be responsible for their loss, theft or damage. **Students who bring them to school do so at their own risk.**

#### Procedures:

- When a student is on the school premises, parents and students should communicate via the school's phone. Office staff members are happy to pass messages to students and will allow students to make calls to their parents with the permission of a senior executive. The reason for this protocol is simply our duty of care for their safety. When your child is on the school's premises, the staff are responsible for their safety and whereabouts. Unknown communication between parents and students via mobile phones may lead to situations where this responsibility is compromised. If a parent or caregiver needs to contact a student at school as a result of an emergency, they are required to call the school's main office and a message will be sent immediately to the student.
- **Student mobile phones and Smartwatches are not permitted digital devices.** Such devices are NOT allowed in HSC examinations in line with the NSW Education Standards Authority.
- **Mobile phones are to be 'off and away' at all times throughout the school day, from the time students enter school grounds in the morning until they are in the designated bus line area, or have left school grounds at 3:20pm.**



## Moss Vale High School

### Respectful, Safe and Responsible Learners

- Students will use their digital devices in a way that reflects the core values being taught at Moss Vale High School, including the values of respect, responsibility and safety.
- Permitted digital devices are for learning only and must only be accessed in learning areas where the DoE wireless network can be accessed. **Therefore, digital devices are not allowed in the playground where students are encouraged to engage in physical activity and/or social interaction with their peers. During breaks, students can access permitted digital devices in the library.**
- Digital devices MUST be connected to the Department of Education's wireless network.

#### Improper use of digital devices:

- Inappropriate use of digital devices may include students using them to bully, intimidate or otherwise harass other people through any voice call, text message, photographic, video or other data transfer system available on the device. It is illegal for students to have pornographic material on their phones while on school grounds or at school events.
- Students must not use digital devices to disrupt the learning environment or interfere with the operation of the school.
- Students are not use devices to record images, video or sound. Filming, photographing or recording without permission is an offence.

#### Improper use digital devices may incur:

- PBR, detention or other appropriate disciplinary measure as determined by the school's disciplinary policy.
- Confiscation of the device until such time as their parent or caregiver is able to attend school to collect the device. There is to be no argument when requested to hand in the device to a staff member. Such activities and behaviour may incur disciplinary action including suspension.
- Withdrawing the student's privilege of having a device at school.

#### Confiscating a student's digital device

Where school staff have reasonable grounds to suspect that a student has inappropriate material on his or her device, they may confiscate the device for the purpose of confirming the existence of the material. It is appropriate to confiscate devices from students when:

- A student is seated outside the Deputy Principal's office for any breach of the school's behaviour code.
- It is necessary to examine the device when there are reasonable grounds to suspect inappropriate material may be on the phone.
- Other disciplinary action, in cases where students have bullied, threatened or harassed other students or staff via a device or where the device has been used to take photographs or display inappropriate material.
- Material that falls within the meaning of sexting is found on the device.
- The device has been used to record fights or other criminal activity involving students.
- A student has a mobile phone out or smartwatch on during school hours as already defined within the policy.