

NOWRA HIGH SCHOOL ELECTRONIC DEVICE POLICY

1. Objectives & Policy Statement

Nowra High School acknowledges that there is a need to maintain a balance between the freedom to use technology, and the rights of others to secure an uninterrupted learning environment. Whilst laptops are the predominant/preferred electronic devices for learning in the classroom at Nowra High School, electronic devices, including mobile phones, can also be used for learning activities.

This policy encourages and supports students to use their mobile phones appropriately during the school day.

2. Electronic Device Safety

Mobile phones and other electronic devices are expensive items that are targeted by thieves. It is up to the students to keep their device in a safe and secure place. *Mobile phones are brought onto the premises at a student's own risk.*

3. Definitions:

- APPROPRIATE USE: when a teacher gives permission for a student to use a mobile phone in the classroom.
- INAPPROPRIATE USE: when a student is using a mobile phone (for any reason) when NOT given permission by a teacher during lesson time.

For clarity:

- This policy extends to appropriate/inappropriate use of all electronic devices (including laptops, iPads and earphones).
- Lesson time includes students walking to and from a toilet break.

4. Audience & Applicability

This policy applies to all students and all lesson times at Nowra High School.

5. Lesson Time Procedure for Inappropriate use of a Mobile Device

5.1 It is the responsibility of the *student* to ensure that, upon entering a classroom, their mobile phone is out of sight, '**Off and Away**'. It is not to be left on the desk and not be seen for any reason unless permission is given by a teacher for use.

5.2 If a student is inappropriately using a mobile device, the teacher is to instruct them to hand in the phone to a Deputy Principal. Students will be given a receipt upon surrendering their phone and will be able to regain their phone at the end of the school day.

5.3 Classroom teachers may give a warning, reminder or other strategy before employing 5.2.

6. Procedure for Multiple Offences

6.1 A student who has their phone sent to the office on more than one occasion, and on each occasion thereafter, will have a Parent/Guardian contacted by a Deputy Principal requesting them to attend and collect the device.

6.2 A student who has their phone sent to the office on 3 or more occasions may be issued with a Suspension Warning/Suspension for persistent disobedience.