

Student Personal Device such as Mobile Phone, Smart Watch Junior School Protocol

Preamble

This protocol is an update of our College procedures in regards to the use and purpose of personal devices such as mobile phones, and smart watches at Faith Lutheran College, Redlands. Our College values the role technology plays in our everyday experience both at school and beyond. We encourage and provide students access to technology with improved learning as the goal. Research indicates that when used appropriately technology can:

- create improvements in areas of content learning;
- increase the use of strategy and thinking skills;
- improve language development;
- improve test scores; and
- improve engagement and learner motivation.

To be effective, technology cannot exist in a vacuum, but must become part of the whole educational environment.

Students across the Junior School are welcome to bring their personal mobile phones and devices to the College; however, they do so at their own risk. The College takes no responsibility for lost or damaged devices.

Mobile Phone Procedures

1. The use of mobile phones between the times of 8:25am and 3:00pm is not permitted.
2. Students may carry their phone with them to and from school; however, it is expected students follow the below process each day:
 - *Prep-3*: student to turn off and hand in their phone into the JS office at the beginning of the day where they will be kept in a locked box for the duration of the day. Mobile phones can be collected from the office at the end of the school day.
 - *Year 4-6*: student to turn off and hand in their phone to the classroom teacher. These will be kept in a locked box for the duration of the school day.
3. Appropriate use of mobile phones needs to be in line with the College's ICT Acceptable Use Policy and the College's policies regarding bullying, harassment and child protection.

Personal Device/Smart Watch Procedures

1. Students are not allowed to use headphones with their personal device to listen to music at any time between the times of 8:25am and 3:00pm unless instructed by the classroom teacher.
2. Students are not permitted to communicate with parents/students via personal devices between the hours of 8:25am and 3:00pm. In the case of an emergency or sickness, office staff will communicate between parent/s and student/s.

Procedures for Inappropriate Use

1. Students using personal devices such as a mobile phone or smart watch between the 8:25am and 3:00pm are as follows:
 - If a personal device is being used without teacher permission, it will be removed to the office for collection by the student at the end of the school day.
 - Students who have their personal device removed to the office for a second time in a term will have this followed up by the Deputy Head of Junior School through communication with parents.
 - Students who have their personal device removed to the office after a follow up from the Deputy Head of Junior School will meet the Deputy Head, and their parents to discuss processes that can be put in place to ensure that the personal device is not being used inappropriately the at the College.
 - Follow up after this will be through our 'Relational Management Plan' at the Head of School level.
2. For students whose inappropriate usage of a personal device such as a mobile phone or smart watch falls into the categories of bullying, harassment or child protection, the policies that relate directly to the type of inappropriate usage occurring will be followed.

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