

Secondary School Personal Device Protocol

Preamble

This protocol is an update of our College procedures in regards to the use and purpose of mobile phones 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.

Mobile Phone Procedures

1. Students across the Secondary 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.
2. The use of these devices like any learning tool is to be guided by teacher direction. Therefore, the use of mobile phones or personal devices between the times of 8:25am and 3:10pm is only permitted with explicit teacher permission.
3. Students may carry their phone with them during the school day; however, it is expected to be on silent and stay out of sight unless teacher permission has been given for its use in a learning activity
4. Our internal wifi networks offer a level of filtering and protection to our students and thus mobile phones should be connected to the College wifi when students are on campus.
5. 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.
6. Students are not allowed to use headphones with their mobile phones to listen to music at any time between the times of 8:25 and 3:10pm.
7. Parents are encouraged to communicate with their child through the office between the hours of 8:25 – 3:10pm. Our admin staff are able to pass messages onto students quickly and efficiently. They can also arrange an appropriate time for students to communicate back to parents that doesn't interrupt theirs and others learning.

Procedures for Inappropriate Use

1. Students using mobile phones between the 8:25 and 3:10pm without explicit teacher permission:
 - If a mobile phone or 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 phone removed to the office for a third time in a term will have this followed up by Year Level Coordinators through communication with parents.
 - Students who have their phone removed to the office after a follow up from a Year Level Coordinator will meet with our Dean of Students and their parents to discuss processes that can be put in place to ensure that the mobile phone is not being used 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 mobile phone falls in to 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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