



Seven Hills North Public School

Student Digital Device Policy

Digital Device Policy

Introduction

At Seven Hills North Public School we acknowledge the growing ownership and use of mobile phones and similar devices amongst our students and the associated issues with the use of these devices in a school setting. These include:

- Health issues for young children using mobile phones excessively
- The possibility of expensive phones being lost, damaged or stolen
- Safe storage of phones during school hours
- Inappropriate use of phones and smart watches with similar call, text and/or camera capabilities

For these reasons we discourage students from bringing mobile phones, smart watches with phone capabilities and similar devices to school. In case of emergencies, students may be contacted through the school office.

However, the school does acknowledge that on occasions parents may feel their child needs to carry a mobile phone or similar device for security reasons while travelling independently to and from school.

Digital devices are electronic devices that can receive, store, process and share digital information and connect to applications (apps), websites and other online services. They include desktop computers, laptops, tablets, smartwatches, smartphones and other devices.

This policy and procedures apply equally to the use of portable computer games, iPods, iPads, tablets, laptops and similar devices.

Responsibility for Mobile Phones and Smart Watches

Students bring mobile phones and smart watches with phone capabilities to school at their own risk – the school and school staff members will not accept any responsibility for any loss or damage to these devices or for investigating loss or damage, if the student fails to comply with school policy.

Inappropriate Use of Mobile Phones and Smart Watches

Inappropriate use of a mobile phone and smart watches with phone capabilities includes:

- using it in a way that disrupts or is likely to disrupt the learning environment or interfere with the operation of the school
- bullying, intimidating or otherwise harassing others through SMS or text messaging or through photographic, video or other data transfer system available on the device
- recording of conversations, including lessons, without the knowledge and permission of the teacher or those involved in the conversation
- downloading or otherwise accessing inappropriate material on the internet such as child abuse or pornographic or other offensive material
- use of the camera function during school hours without the permission of school staff
- filming of fights or other criminal behaviour involving students that occur at school, during school activities or while on the way to or from school
- using it in a way that threatens or is likely to threaten the safety or wellbeing of any person and that is in breach of any law.

Guidelines for Use

1. Upon arrival at Seven Hills North Public School phones and smart watches with phone capabilities are turned off and handed to the office in a small labelled bag. Devices will be stored throughout the day in a secure location in the office.
 - This is to occur between 8:30am and 8:57am
 - When students hand their device in, they also are required to sign the Student Electronic Device Register

2. Devices are to be collected when the student is dismissed at the end of the day
 - Students are only able to collect their own device
 - Students should not use their device whilst on school premises
 - Students to sign the Student Electronic Device Register when they collect their device

If a parent needs to contact their child throughout the school day, they should call the office on 9624 1275.

Breach of Digital Device Policy

The consequences of students who do not follow this policy are:

- **First incident** – Student will be reminded of *Digital Technologies procedure* and will be asked to sign their device into the office. Device will be signed out by the student at the end of the school day. Parent/carers contacted by classroom teacher.
- **Second incident** – Student will be reminded of *Digital Technologies procedure* and will be asked to sign their device into the office. Parent/carers contacted by classroom teacher. Device will need to be signed out by a parent at the end of the school day.
- **Third incident** – Student will be reminded of *Digital Technologies procedure* and will be asked to sign their device into the office. Parent/carers contacted by classroom teacher and invited in to have a conference with relevant staff. Device will need to be signed out by a parent at the end of the school day. Students may lose the privilege to bring a device to school.

Cyberbullying

Cyberbullying will be managed through the school's Anti Bullying Plan. In some cases, disciplinary action or reporting to the NSW Police and the School Safety and Response Unit will be necessary if a crime is suspected to have been committed.

Updating of DoE Policy and Procedures

In 2023 the Department of Education updated the department's policy and procedures, (1) *Student use of digital devices and online services*, and (2) *Student use of mobile phones in schools*.

The rationale underpinning the changes is driven by the rise of social networking sites and the increasing sophistication of mobile phones and similar devices which has meant that bullying and harassment related to school may continue outside school hours and off the school site.

The policy states that the school discipline code has applications outside of school hours where there is a clear and close relationship between the behaviour of students and the school.

As a result of these changes, students may be subject to disciplinary measures, including suspension from school, for inappropriate use of mobile phones and similar devices regardless of when or where the offence occurred.

✂-----

Acceptance of Procedures and Permission 2024

I give permission for _____ of class: _____ to bring a mobile phone or similar device to school and hand it into the office **before 8:57am**.

I have read the school's policy regarding the use of mobile phones and similar devices in schools and shared these expectations and responsibilities with my child.

By signing this note both my child and I agree to abide by and support the appropriate use of mobile phones and similar devices at Seven Hills North Public School.

Signed (parent/carer): _____ Date: _____

Signed (student): _____ Date: _____