



LYNEHAM HIGH SCHOOL

ELECTRONIC DEVICE POLICY AND PROCEDURES

RATIONALE

The Lyneham High School community values a learning environment in every classroom, where distractions are minimised and the focus is on learning. Evidence from research has found that electronic devices such as mobile phones in the classroom are a major source of distraction for young people, which can prevent a focus on learning. Resulting from this research and feedback from the Lyneham High School community, a consistent and predictable approach to managing electronic devices at Lyneham High School is being implemented.

As all students are now issued a Chromebook device to use at school, it is not necessary for students to use other electronic devices in the classroom, in most instances. It is a student's responsibility to ensure their Chromebook is fully charged and brought to school. We have Chromebooks to lend to students who have an issue with their device and need a temporary replacement.

AIM

To provide an environment in every classroom where the focus is on learning.

SCOPE

These procedures apply to all students at Lyneham High School.

AGREED PRINCIPLES FOR APPROPRIATE USE OF ELECTRONIC DEVICES AT LYNEHAM HIGH SCHOOL

- Electronic Devices such as mobile phones, smart watches etc are not to be used in the classroom. Mobile devices should not be visible or audible during class time. All devices must be in bags and on silent.
- The school acknowledges that in certain situations, electronic devices such as cameras and mobile phones can be used as educational tools at the discretion of the classroom teacher. The classroom teacher will explicitly instruct students that mobile devices can be used during these lessons. Students must not access anything on the device other than the required application for learning.
- Students will be discouraged from using electronic devices during break times.
- Mobile phones are not to be used (or visible) inside toilet blocks or change rooms at any time.
- Students are not to take photos, video or audio of anyone during the school day without express permission from a teacher and the person whose digital image is captured.
- Lyneham High School is not responsible for loss, theft or damage or items brought to school, including all electronic devices.
- Advice to students about safe on-line practices is taught through the curriculum; advice to parents can be gained through the E-Safety Commission website: <https://www.esafety.gov.au/parents>
- Teachers may be required to use their electronic devices in class due to an emergency or a work issue. The rights and responsibilities of staff are different to students.
- Students will be permitted to use a phone in Student Support or the front office if they need to make contact with parents/carers through the school day.
- Parents are advised that in emergencies contact can be made with their child through the front office.
- Parental support is requested in support of this policy and its implementation.

SUPPORTIVE SCHOOL ACTIONS

- Clear signs will be visible in classrooms and explicit instructions about expectations around electronic device use will be provided to students through the Positive Behaviour for Learning (PBL) program.
- Students are provided with the opportunity to place personal devices in receptacles provided by the teacher as they enter the classroom. This is not compulsory, provided devices are silent and out of sight for the whole lesson.

PROCEDURES FOR INAPPROPRIATE ELECTRONIC DEVICE USE IN CLASS

1. The student will be reminded once to place their device on silent and in their bag. This may come as general instruction at the beginning of the class.
2. The student will be instructed to place their device in the allocated box at the front of the classroom, where it will remain until the end of the lesson. It will then be handed back to the student.
3. If a student refuses to comply with this instruction, another teacher will be asked to come to the room. The device will be secured in a zip lock bag, with the student name and can be collected from the front office at the end of the day. A behaviour report will be made on the Sentral database by the classroom teacher.
4. If there is a persistent problem with a student following these procedures, a parent meeting will be arranged and / or a parent/carer will be asked to come to the school to collect their child's device. An agreement will be made with the parent/carer that the student does not bring a device to school, or they deposit it at the front office at the start of the day.

EXCEPTIONS

A student will be issued with a yellow card through student wellbeing if they have a certificate from a medical practitioner stating that the student needs to use an identified electronic device for physical or mental health reasons.

FEEDBACK

This policy will be reviewed at the end of 2022.

We welcome feedback from all members of our school community.

Any concerns about the application of this procedure or the procedure itself, should be raised with:

- the school in the first instance
- the ACT Education Directorate's Liaison Unit on (02) 6205 5429
- online at http://www.education.act.gov.au/contact_us

RELATED DOCUMENTS

[Acceptable Use of IT - Parents and Students Policy](#)

FURTHER INFORMATION:

[*The Distraction of Technology in the Classroom - 2014*](#)

[*Growing Up Digital Australia - 2020*](#)

[*Teaching Changing Children in Changing Times - 2020*](#)

[*Taming the Technology - E-Safety Commission*](#)

[*Your Child's First Smartphone - Are They Old Enough? - E-Safety Commission*](#)