



Student Mobile Phone Policy

Commencement	January 2022	Review	June 2022
Year Levels	Prep – Year 12		
Related Policy			
Safe, Supportive and Disciplined School Environment Policy: http://ppr.det.qld.gov.au/education/learning/Pages/Safe,-Supportive-and-Disciplined-School-Environment.aspx			

Rationale

At Kuranda District State College all students have a right to feel safe and supported when at school. All students also have a right to a quality education free from distraction. With a strong focus on student learning, and academic and personal achievement, this policy restricts the use of mobile phones to ensure a conducive learning environment that promotes a strong focus on teaching, learning and student engagement.

Implementation of Policy – Whole College

1. Mobile phones are banned from use during school hours when a student (P-10) is in the care of Kuranda District State College staff:
 - 1.1 For the purpose of this policy school hours are defined as being from 8:45am until 2:35pm
 - 1.2 The only exception to section 1 is when a student has been explicitly provided instructions by a teacher or member of staff to utilise their phone for educational purposes (see point 9 – 9.4 for students in **Yr11&12 only**)
 - 1.3 Mobile phones will not be used during lunch times for any purpose**
2. Parents/carers and students are both responsible for the correct use of a student's mobile phone. Parents or carers are primarily responsible for educating their own child about their digital footprint and the possible police action that could be taken for inappropriate use.
3. Kuranda District State College waives all responsibility for any loss, theft, damage or vandalism of a student's mobile phone if a phone is brought onto school grounds
4. Students are permitted to use administration phones when on school grounds to contact their parents or carers in the case of an emergency
5. Mobile phones must not be used to bypass school procedures in relation to school-parent contact. Parents/carers must contact the front office to pass on any messages to their child
6. If a student requires a mobile phone due to a serious medical condition, exemption from this policy can be sought through the Principal

Implementation of Policy – Primary (P-6)

7. Mobile phones are banned on the Primary campus:
 - 7.1 Any P-6 students bringing a mobile phone to school must hand it in at the Primary office on arrival before school, where it is to be held and collected at the end of the school day



Implementation of Policy – Junior Secondary (7-10)

8. If a student in Yr7-10 brings a mobile phone to school, he or she does so at their own risk. Mobile phones must always:
 - 8.1 Be handed into the office on arrival before 8:45am, for collection at 2:35pm, OR
 - 8.2 Remain switched off and out of sight between the hours of 8:45am and 2:35pm, including lunch breaks

Implementation of Policy - Junior Secondary (11&12)

9. If a student in Yr11&12 brings a mobile phone to school, he or she does so at their own risk. Mobile phones must always:
 - 9.1 Be handed into the office on arrival before 8:45am, for collection at 2:35pm, OR
 - 9.2 Remain switched off and out of sight between the hours of 8:45am and 2:35pm, including lunch breaks
 - 9.3 Phones will only be used and visible when permitted and directed by a Yr11&12 classroom teacher in an educational context
 - 9.4 This will be rescinded by the teacher at any time if the phone use is deemed inappropriate and/or interferes with teaching, learning, or the wellbeing of other students

Procedures for Non-compliance – Whole College

10. A student who is found in breach of the above (sections 1 – 9) will be directed by the staff member to hand their phone in at the office
11. The student will be instructed that the phone will be logged with IDAttend, they will be issued a receipt for collection, and the phone will be held securely in the office to be collected at the end of the school day
 - 11.1 A warning will be issued to the student for a first and second non-compliance with policy, recorded on OneSchool and a letter sent home (see Appendix 1)
 - 11.2 After three official warnings the student's phone will be temporarily retained at the office for collection by their parents and a letter sent home (see Appendix 2)
12. In the instance that a student is non-compliant with section 11, a member of the leadership team will assist in the matter
 - 12.1 Where a leadership team member has been called to intervene, the member of the leadership team will re-iterate the directive (see 11) and consequences administered for the failure to follow staff direction
 - 12.2 Ongoing, persistent and/or deliberate non-compliant behaviour in sections 10-12 may result in a Student Disciplinary Absence (SDA)

College Principal

P & C President

Date:

Date:



Appendix 1

Date: _____

Mobile Device Handed In

Dear parents/carers

Commencing in 2020, Kuranda District State College instituted a mobile device policy whereby students may have their device at school, but it must be **turned off and away at all times**. This allows students to be in contact with their parents and peers before and after school, but ensures your child's education and socialisation is not being unnecessarily interrupted or adversely affected by mobile device use. I'm sure we can agree this is a common goal both the school and parents share.

Unfortunately, this means that students who are caught using their device at school are required to hand it in to the office where its confiscation is logged. The first two occasions a device is confiscated students may collect it at the end of the school day. On the third logged confiscation, our policy is that the device is to be collected by parents.

I inform you your son/daughter _____ has had their device confiscated today. As this is a first or second offence, your child was permitted to collect their phone at the end of the school day. ***On the third logged confiscation, our policy is that the device is to be collected by parents.***

Thank you for support in this matter.

Desley Kirby
College Principal



Appendix 2

Date: _____

Mobile Device Confiscated

Dear parents/carers

Commencing in 2020, Kuranda District State College instituted a mobile device policy whereby students may have their device at school, but it must be **turned off and away at all times**. This allows students to be in contact with their parents and peers before and after school, but ensures your child's education and socialisation is not being unnecessarily interrupted or adversely affected by mobile device use. I'm sure we can agree this is a common goal both the school and parents share.

Unfortunately, this means that students who are caught using their device at school are required to hand it in to the office where its confiscation is logged. The first two occasions a device is confiscated students may collect it at the end of the school day. On the third logged confiscation, our policy is that the device is to be collected by parents.

While I appreciate this is an inconvenience for parents and careers, it should serve more as an inconvenience to your child to be without their device for a period of time. Your child's device will be safely stored in the school's office until you decide to collect it. The school office is open weekdays between 8am and 3:30pm.

I regret to inform you today your son/daughter _____ has had their device confiscated **for at least the third time**. As per our policy, you will be required to collect the item from the Secondary Administration front office.

Attached to this letter is the confiscation report of your son/daughter.

Thank you for support in this matter.

Desley Kirby
College Principal