

COPPERFIELD COLLEGE MOBILE PHONE POLICY

Rationale:

Copperfield College acknowledges that we live in a technology rich world and that our students are immersed in digital technology. Digital technology can be a powerful tool for teaching and learning but must be used safely and responsibly.

Aim:

The college aims to assist students to gain the necessary skills and behaviours to succeed in a technology rich world. It also aims to promote the values of Responsibility, Respect and the Valuing of Relationships and uses these values to teach and guide behaviour.

The aim of this policy is to articulate the college's processes to support staff and students so that mobile phones are used in a smart, safe and responsible way.

Implementation:

Class time

Teachers

Teachers will inform students about the appropriate use of mobile phones in their classrooms, including the library and study centre. Common to all classrooms are the following:

- Phones will be switched off, or on silent, and out of sight, unless permission is granted for a stated educational purpose.
- Phones will only be used if the teacher provides express permission for a stated educational purpose.
- Phones will not be used during whole class teaching (unless a teacher explicitly permits their use for a stated educational purpose).
- Teachers will be able to inspect how a phone is being used at any stage of the lesson, to ensure it is being used for a stated educational purpose.
- Phones will only be used for school-related, learning-oriented, teacher-approved, educational purposes in classrooms.

Students

Students will be informed of the appropriate use of mobile phones by their teachers. As part of this process:

- Students will comply with the school's acceptable use expectations for digital technology.
- Students will ask teachers if they can use a phone for a specific educational purpose before getting it out.
- Students will ask teachers if they can use a phone for a specific educational purpose if it is different from the permission given.
- Students will demonstrate to teachers how they are using a phone at any time.
- Students will be educated about the smart, safe and responsible use of digital technologies.

Parents

Copperfield College requests that parents communicate with their child(ren) through office if it is necessary, particularly in the case of an emergency so we are able to assist.

Recess and Lunch

Students will be able to use their mobile phones in the yard during break times but only if they are using them safely and responsibly. This means students will avoid using phones inappropriately for example; taking photos or filming without permission, cyberbullying, or using social media, phone calls or texts to communicate inappropriately to others. However students are permitted and encouraged to make calls from the general office during break times.

Students are permitted to use their mobile phones before the school day commences (when the morning music starts) and immediately after the school day finishes.

Teachers will be able to inspect how a phone is being used at any time, to ensure that it is not being used in an inappropriate manner by any student. Therefore students will comply with any reasonable request from any teacher to inspect how a phone is being used, and demonstrate or explain how it is being used.

Infractions:

From time to time students may breach the acceptable use guidelines. In each case the teacher makes a judgement as to whether the breach is minor or serious. The consequences will be as follows in the flow charts.

Mobile Phone Use Flow Diagram

