There have been significant changes in the availability and use of personal technologies in recent years. The use in the general community of mobile phones, digital cameras, portable music players and digital assistants has led to increased use of these devices by students.

The increased use of these devices presents a number of issues for the school. The two greatest concerns are the impact that these devices have on lesson instruction and the cost and inconvenience (to parents, students and staff) of damaged, lost or stolen items.

When students CAN use personal electronic devices

- When they are travelling to and from school
- After leaving classrooms at the end of the day (3.00pm)
- During bus trips to and from an out school activity.

When students CAN’T use personal electronic devices

- During class time (including home group, parades and assemblies).
- During any out of school activity including eg excursions/school camps/sporting events at the discretion of teacher in charge.
- When it compromises the integrity of the learning activity or assessment progress.

Procedure for school based management for personal electronic devices.

It is strongly encouraged that personal electronic devices including mobile phones remain at home. If deemed necessary to be brought to school by a student, the following procedure must be followed:

- Upon arrival to school device must be handed in at the office.
- All devices must be turned off before submission to the office.
- Devices are to be collected by the owner at 3:00pm (or when leaving the school).
- If the device is required to be used in a specific class the student is to sign out the device at the start of that lesson and then return the device at the end of the lesson.
- Any communication with the student during the school day is to be made through the administration office by calling 41669555. Staff will communicate messages and requests to the student including providing an opportunity for student to call back using school phone.

Consequences of Misuse

- Students who misuse devices according to this policy will be disciplined by staff. Staff will have the right to confiscate under the instruction of the Principal.
- All devices will be confiscated if found, seen or heard by a staff member or reported by staff or students.
- Refusal by students to co-operate will result in a referral to Administration.
- Confiscated devices will be forwarded to the office.
- Serious or repeated misuse will be treated as wilful or persistent disobedience and could lead to suspension from school.
- 1st time confiscated – student is given warning
- 2nd time confiscated – parent/caregiver is contacted and required to collect device from school.
- 3rd time confiscated – student is suspended.
- All personal technology devices must be used at all times within the law. Breaches of the law will be referred to the police.

Security

Monto State High School cannot take responsibility for the loss, damage or theft of any electronic devices that are brought to the school or school activity. The school would prefer that these devices were left at home however, if students choose to bring them they must accept all risk associated with that decision.

Upon enrolment, students and parents will be required to sign the Personal Electronics Devices Policy document, acknowledging the terms and conditions of this policy.