

Killara High School Student Mobile Phone Policy - Implementation Procedures 2023

Purpose

Killara High School acknowledges the value of mobile phones and online services in supporting educational outcomes. We also recognise that phones may cause harm if used inappropriately and that we need to support our students to use them in safe, responsible and respectful ways. The purpose of these procedures is to decrease distractions, improve health and wellbeing, encourage deep learning, and promote positive social interactions between students. We encourage students to disconnect from their mobile phone at school and focus on their learning and wellbeing.

Scope

Mobile phones are to be placed inside and secured in Yondr pouches throughout the school day. Mobile phones are not to be used during school hours. Every student will be assigned a personal Yondr Pouch with an ID Number, like being assigned a textbook. While the Yondr Pouch is not “owned” by each student, it is each student’s responsibility to bring their pouch with them to school every day – just like a textbook or other school resource.

Payment and Funding

Our P&C Association have provided implementation support by funding the initial outlay required so that every student will start the 2023 school year with a pouch. We will then include a line item of \$16 in the annual parent voluntary contribution to school operations for 2023 and ongoing.

Process

Start of School Day

As students enter school at the gates, they will:

- 1) Turn their phone off.
- 2) Unlock their empty Yondr Pouch using an Unlocking Base at the front gate.
- 3) Place their phone inside the pouch, securely close it and store in their backpack for the duration of the day.

During School Day - Student Expectations

Students will be expected to have their phone secured in their pouch for the duration of the school day, except where exemptions apply. Each student will maintain possession of their phone inside their Yondr Pouch for the duration of the school day.

End of School Day

As students exit the school at the end of the school day, they will:

- 1) Unlock their pouch using Unlocking Bases located around the school and at exit points.
- 2) Remove their phone from their pouch.
- 3) Securely close their empty pouch and place it in their backpack for the next day.

Damaged or Lost Pouches

Students who have lost or damaged their pouch are not to bring their phone to school until they have organised a replacement pouch. If a phone is visible or disrupts learning, then staff will follow the procedure outlined below. Students are required to pay a fee of \$16 for the replacement of the damaged or lost pouch. Students can come to Student Services to purchase a replacement pouch.

Supporting Students

Individualised Student Support

We will continue to work in partnership with families to strengthen the health, learning and social interactions of our young people. We seek the support of families to support students who have developed dependence on their phone. We understand that this will be a significant mindset shift for many students, and we encourage families to work with us to strengthen health and wellbeing, reduce distractions, and improve social interaction.

We acknowledge also that, in a very small number of cases, smart phone technology is beneficial for the management of student health. We will work with families in these circumstances to ensure that individual student needs are accommodated where possible. An exemption from parts of this policy can be requested from the principal by parents, carers, school counsellors and other staff. The exemption may be ongoing or for a certain period. We see this policy as positive for student wellbeing, and we want to support all students to engage in deep learning, without distractions. Parents with specific concerns are encouraged to contact the relevant Deputy Principal about any specific anticipated concerns to allow our school to proactively support students so that individual needs for additional support are met.

Universal Student Support

The first step in supporting students through this change is our clear communication of the reasons why we are implementing this policy. The reasons are:

1. Improve brain health and mental health, because phones are addictive and students need a break
2. Improve learning, because phones create distractions and learning needs focus
3. Strengthen social interactions, because phones create or exacerbate problems

We will continue to communicate this through our education campaign. In addition to this, we are planning a range of measures to build connection and opportunities for students to develop their sense of community during the school day.

Compass

Students can access Compass timetable information on their laptops. The Compass kiosk near the Student Services window will also support students with accessing their timetable. Students can use their Compass identification card to use this kiosk.

Canteen

Students will need to use cash or card when paying at the canteen.

Sports and Excursions

Students will unlock their pouches as they leave the school grounds for sports and excursions.

Non-Compliance

Below is a list of potential examples that may constitute non-compliance. If these occur, this will result in the student's phone and/or pouch being confiscated and handed to the front office.

- 1) Physical damage to the pouch to circumvent its intended purpose.
- 2) Phone is visible or interrupts learning during school hours.

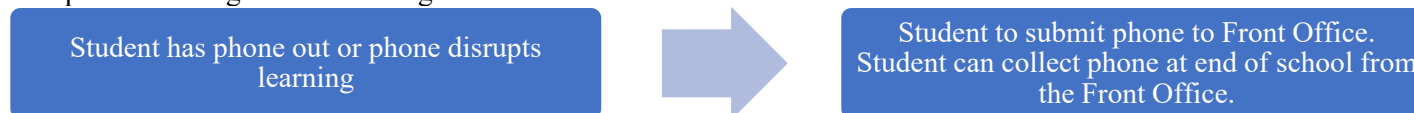
All digital devices, including smartwatches and laptops, should be used in safe, responsible, and respectful ways. Laptops are not to be used for gaming. During break times, students may only use their laptop for learning purposes within the school library.

Reminders for Term 1 only – As a support and transition measure for Term 1 2023 only, if a mobile phone is visible or distracting learning, the teacher will remind the student to secure and lock their phone in their Yondr pouch. If a student does not comply, this matter proceeds to the first warning. After Term 1, 2023, a reminder will not apply, and student phones will be confiscated.

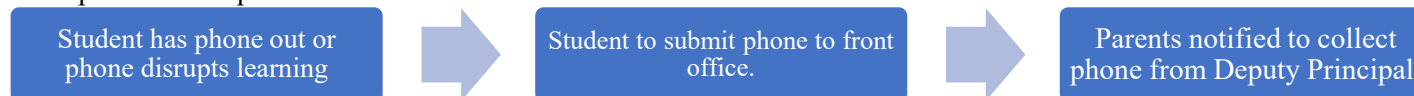
1st warning - recorded on Compass by classroom teacher and email sent to parents.



2nd warning - recorded on Compass by classroom teacher, parents called by SASS, and email sent to parents via Compass indicating second warning.



3rd warning - recorded on Compass, email sent to parents via Compass Chronicle, and parents called by Deputy Principal to collect phone from school.



Non-compliance

If a student refuses to comply with instructions our usual behaviour management systems will be employed, including parental involvement and behaviour management responses where required.

Submitting Phone to Front Office

After a student hands a phone to the Front Office, the student's phone will be secured in the phone box located in the Front Office.

End of Day Phone Collection Procedures

After the final bell at the end of the school day, students can collect their phone from the Front Office staff. When a student comes to collect their phone, they will be required to present their Compass card as identification and then sign to acknowledge they have collected the phone. Any phones that are not collected that afternoon will be locked in the school safe overnight.

If a student or parent collects the phone before the end of the day (for example the student may leave early due to illness or appointment, or the parent has been called to collect the phone), the Front Office staff will request the Compass card or identification. The parent or student must sign to acknowledge collection of the phone.