



**MELBOURNE
RUDOLF STEINER
SCHOOL**

Mobile Phone Policy Class 7 – Year 10

The Melbourne Rudolf Steiner School has a thoughtful, careful approach when introducing electronic technology into our school environment. Our school values the contribution and opportunities of various technologies that align and complement the Steiner philosophy.

This policy aims to meet the global immersion in electronic technologies with the philosophy and impulse of the school. Increasingly, electronic technologies such as mobile phones have been present in children's lives at younger ages and often pose a distraction to the way we learn and teach. On the other hand they provide an often important communication tool when traveling to and from school. With this in mind the current policy has been developed with the consideration and final approval of The College of Teachers, Administration group and Secondary Teaching group to uphold the values of the school, maintain student safety and protect personal equipment.

This policy covers all of the school community, staff, students and visitors. It is to be noted that it asks for an increased parental involvement and support than may have been expected in the past.

While this policy covers classes 7-10, similar policies will be developed for VCE and primary students, however, given the differing needs and logistics of these two groups it has been decided to develop 7-10 as phase one.

It is a requirement of school that all students, staff, parents and visitors understand this policy and the role they need to play in supporting the values of the school.

Mobile Phone Policy Class 7-10

Developed by the Secondary group with the support of the Admin group

Passed by college on 12/11/2019

To be enacted Term 1 2020

INTRODUCTION: MRSS recognises that many students feel a need to carry a mobile phone and accepts that there are genuine reasons for their use (for example to contact parents after music, sports practice, or whilst travelling to and from the school). However, they can be disruptive to the learning environment and negatively impact on the development of students' skills of social interaction. Therefore, the College has developed a set of expectations relating to the possession and use of mobile phones.

PURPOSE: To provide clear expectations to students, parents and staff regarding the responsible and appropriate use of mobile phones by students at MRSS and to ensure that mobile phone usage does not cause disruption to the learning environment or social setting.

AIMS:

- To prevent any disruption to teaching and learning by the use of mobile telephones.
- To promote social interaction amongst students without the reliance on mobile phones.
- To facilitate the effective protection and supervision of all students.
- To educate students about appropriate use of social media in order to prevent harm to themselves and to others.
- To protect the privacy of all MRSS community members, particularly students and members of staff.

DEFINITIONS:

Mobile phone refers to hand-held electronic device and tablets

IMPLEMENTATION:

Phones are not to be used at any time by students on school property unless under staff supervision. This includes before and after official class times of 8:45am – 3:20pm. After-school students must not use phones until they are beyond the rotunda at the northern car park, or other clear school boundaries. If yard duty staff see children using a phone they will not be confiscated however, guardians will be notified the following day and consequences followed as per policy.

Phones to be handed in during Morning Verse.

Each class has a wooden box with a padlock to hold the phones for the day. This box will be bolted into the classroom and the lock will be able to be opened with any staff key.

The top section of the box where the post slot is holds the phones that are confiscated or if a student arrives late and a staff member is not present. Also, a Class List that guardians can use to keep track of people caught with phones and calls made home to parents in response.

The bottom section of the box holds the phones that were handed in during the morning.

Phones are then handed back during Afternoon Verse time.

Staff actions if student found with phone:

1. Staff member or student to take their phone directly to their room and post it in the box. If a student is sent to do it then it is the responsibility of the staff member to let the Class Guardians know of the breach of phone policy.

2. Guardians are then to follow up in line with consequences as set out in this policy.

BREACHES:

Students who use their mobile phone inappropriately at school may be issued with consequences consistent with our school's Student Wellbeing and Engagement and/or Bullying policies. In some circumstances, students' mobile phones may be confiscated and stored securely.

Unless a breach of this policy is considered to be of a serious nature, the following consequences will apply:

First time - lunchtime detention with parents notified by guardians via phone or email.

Second time – After-school detention to be facilitated during a P7 class. Parents notified and asked to stop students bringing their phone at all and made aware of the next level of consequences should this happen again.

Third time: parents will be asked to come in to collect the phone and meet the guardians to discuss their child's phone use.

If no safety issue and with parental consent the phone is kept in the locked classroom box until parents can arrange pick up. Parents will be made aware of this consequence after the second incident.

Fourth time - Increased parental involvement and support at the discretion of the guardians with reference to the school's general Behavioural Management policy as opposed to the Mobile Phone policy.

NOTES:

The above incidents will occur over the timeframe of 1 term. There may be some flexibility around the progression of stage 3 to 4. If a guardian feels the circumstances require visiting stage 3 twice before stage 4 they may do so.

Staff, parents and visitors will endeavour to keep their personal mobile phone use away from public spaces, eg library, dining room, school yard and confined to personal offices and spaces.

SPECIAL EXEMPTIONS:

If a student is deemed by Special Ed Dept to need to take photos of whiteboards etc during class then the class teacher can do this on their phone and send it to the student before the lesson ends. Other uses of technology will be individually assessed on a case by case basis.