



St Pius X High School Adamstown

APPLICABLE TO	St Pius X High School Adamstown		
DOCUMENT OWNER	St Pius X High School Adamstown		
APPROVAL DATE			
APPROVED BY	School Executive		
LAST REVIEW DATE/S		NEXT REVIEW DATE	As Needed
RELATED DOCUMENTS	CSO Cyber Agreement Policy School Pastoral Care and Disciplinary Procedures (updated July 2019) School's Anti-bullying Policy and Procedures Code of Conduct Policy Child Protection Policy Student Wellbeing Policy and Procedures Telecommunications ACT 1997		

Scope

Use of personal technology device requirements regarding school expectations applies:

- during school hours
- while travelling to and from school
- when students are using PTDs, including and not limited to social media out of school hours that impacts on members of the school community.

Implementation

- St Pius X High School has a policy and procedures regarding use of PTDs.
- Students, staff and parents are expected to adhere to the policy and procedures as stated in the documentation.
- The Executive of the school will decide if there are any changes to this policy and procedures after consultation with key stakeholders.
- All teachers are responsible for monitoring the use of personal technology devices in class and on the playground and for following up on breaches to this policy and procedures.
- The school will provide ongoing education and support to students, staff and parents around the appropriate use of technology.

Procedures

- The school acknowledges that students may bring mobile phones and personal technology devices to school for educational purposes.
- Students are responsible for the care of such personal devices. Breakages, loss or theft of PTDs while at school or while on the way to or from school will not be accepted as the school's responsibility.
- Students, at times, will be allowed to use their PTDs for educational purposes. These times will be at the invitation, discretion and supervision of the classroom teacher. If students are using their PTDs to collect information, record or film other students for educational projects or purposes, once the project has been completed and submitted, all data collected **MUST** be deleted. **This data is NOT, under any circumstances, to be uploaded to any social media sites at any time or shared/forwarded to other students for reasons other than educational purposes.**
- Mobile Phones are to remain on silent during the school day. No calls are to be made or received and no texts are to be sent or read during class time. If a student is found to be using a mobile phone during class time, without the permission of the teacher, a warning will be given and if the behaviour continues the teacher will confiscate the phone. The teacher is to place the phone in an envelope and label it with the student's name, time/lesson it was confiscated and the name of the teacher who confiscated the phone. The phone is to be handed to reception for storage and collected by the student at the end of the school day (3.10pm).
- A register of students, whose mobile phones are confiscated, will be kept. Repeated misuse will be recorded on Compass and addressed by StudiesCoordinator/StudentCoordinators /Assistant Principals.
- Parents/carers are reminded that students will not be permitted to answer texts or phone calls during class time. Urgent messages are to be transmitted through the Student Services Office or House Coordinators.
- It is acceptable during break times for students to answer texts from parents. If students need to phone parents/carers they are report to Student Services.
- Schools play a vital role in promoting the social and emotional growth of young people. PTDs need to be stored securely in school bags during break times in order to maximise face-to-face social interactions.
- Students are not permitted to carry their PTDs (this includes smart watches) into examinations unless instructed by the exam supervisor. PTDs, during these times, must be turned off and secured in the student's bag.
- For safety reasons, students are not permitted to wear earphones, earbuds or headphones at school unless instructed by a teacher for educational purposes. Students are encouraged not to wear earphones, earbuds or headphones while travelling to and from school.
- Misuse of PTDs to harass or bully any person, to record images or audio of other people without their permission, to make prank calls, to cheat in assessment tasks or exams or to view, download or transmit inappropriate illegal material will be dealt with in accordance with the School's Pastoral Care and Discipline Policy.
- Requesting or pressuring others to share explicit or nude photos and videos constitutes an abuse of power. This violation will not be tolerated at St Pius X. Any student found to be pressuring another to share such material will be dealt with in accordance with NSW law and the School's Pastoral Care and Discipline policy.
- Students under suspicion of sending and/or receiving explicit or nude photos and/or video may have their PTDs confiscated and given to police.
- For the safeguard of all members of the school community, incidents involving accessing and sharing of explicit material must be reported immediately to the Principal/Assistant Principal.

The Principal/Assistant Principal must adhere to reporting obligations as required by Catholic School Procedures and Child Protection.

- During school emergencies, students are not permitted to use their personal technology devices to contact people. Such use can affect emergency networks.

Useful Resources

WEBSITES

☼ cybersafetyforparents.mn.catholic.edu.au

The purpose of the diocesan Cybersafety for Parents website is to bring together the huge variety of cybersafety resources into an easy to navigate, accessible site for parents. This site provides advice for parents to assist their children to stay safe on-line. It covers topics such as unwelcome websites, cyberbullying, strangers lurking on the internet and issues related to the use of mobile phones. Additional information around social networking, what to do when and some important contact details are provided.

☼ www.cybersmart.gov.au/Schools.aspx

The Australian Communication and Media Authority (ACMA) site houses the Cybersmart School's Gateway, which provides a wide range of cybersafety information and teaching resources for primary and secondary schools. These accessible and engaging materials are designed to help schools develop and implement a holistic approach to cybersafety.

☼ www.bullyingnoway.com.au

The Bullying No Way website has been developed in collaboration with other government and non-government authorities from the Commonwealth, states and territories. It highlights strategies that have been shown to be successful in increasing safety and reducing bullying and harassment in schools throughout Australia. NSW schools are featured on this site.

☼ <https://www.esafety.gov.au/>

The eSafety Commissioner website provides advice and resources for helping children stay safe online and how to combat and report cyber abuse.

Related Support Documents

- eSafety Commissioner
- School Pastoral Care and Disciplinary Procedures (updated July 2019)
- School's Anti-bullying Policy and Procedures
- Code of Conduct Policy
- Child Protection Policy
- Student Wellbeing Policy and Procedures