



NEWTOWN HIGH SCHOOL OF THE PERFORMING ARTS

Digital Devices Policy

October 2024

Digital Devices Policy

Newtown High School of the Performing Arts (NHSPA) aims to develop skilled and creative learners who value the performing and creative arts as well as academic excellence. The school creates an environment where all students are encouraged to set high expectations and are supported to achieve their full potential.

RATIONALE AND PURPOSE

This procedure guides student use of digital devices at our school including requirements and expectations regarding the safe and appropriate use of mobile phones by students.

Our school acknowledges the educational value of digital devices in supporting and enhancing educational outcomes and student wellbeing. We also recognise they may cause harm if used inappropriately and that we need to support our students to use them in safe, responsible, and respectful ways.

OUR SCHOOL'S APPROACH

Digital devices such as but not limited to mobile phones, laptops, headphones, earphones/air pods, smart watches and other personal music or communication devices should not negatively impact teaching and learning.

At school all digital devices are turned off and out of sight between 8:55am – 3:10pm

- Students are not permitted to use their devices during lessons unless they are given specific permission to do so by the teacher.
- Students are not permitted to use their devices during recess or lunch.
- Students are not permitted to use laptops or tablets in the playground during recess and lunch. Students who wish to use their device for schoolwork during recess/lunch can do so in the library.
- If these items are brought to school, safe keeping and security of each item is the responsibility of the owner.
- Parents/carers are able to communicate with their child at any time during the school day by contacting the Front Office. They can make contact with the school through the school office via email at newtown-h.school@det.nsw.edu.au or on 9519 1544.
- Students are able to contact parents/carers through the Front Office if urgent.
- These expectations apply both at school and offsite during excursions etc.

RESPONSIBILITIES AND EXPECTATIONS

Supporting students to use digital devices in safe, responsible and respectful ways is a shared responsibility.

Students

- Be safe, responsible and respectful users of digital devices and support their peers to be the same.
- Respect and follow school rules and procedures and the decisions made by staff.
- Communicate respectfully and collaboratively with peers, school staff and the school community and behave in the ways described in the Behaviour Code for Students.

Parents and carers

- Recognise the role they play in educating their children and modelling the behaviours that underpin the safe, responsible and respectful use of digital devices.
- Support implementation of the school procedure, including its approach to resolving issues.
- Take responsibility for their child's use of digital devices at home such as use of online services with age and content restrictions.
- Switch off or put their digital devices on silent when at official school functions and meetings.
- Provide digital devices that meet school specifications where a school is participating in a bring your own device program and complete any related paperwork.

Staff

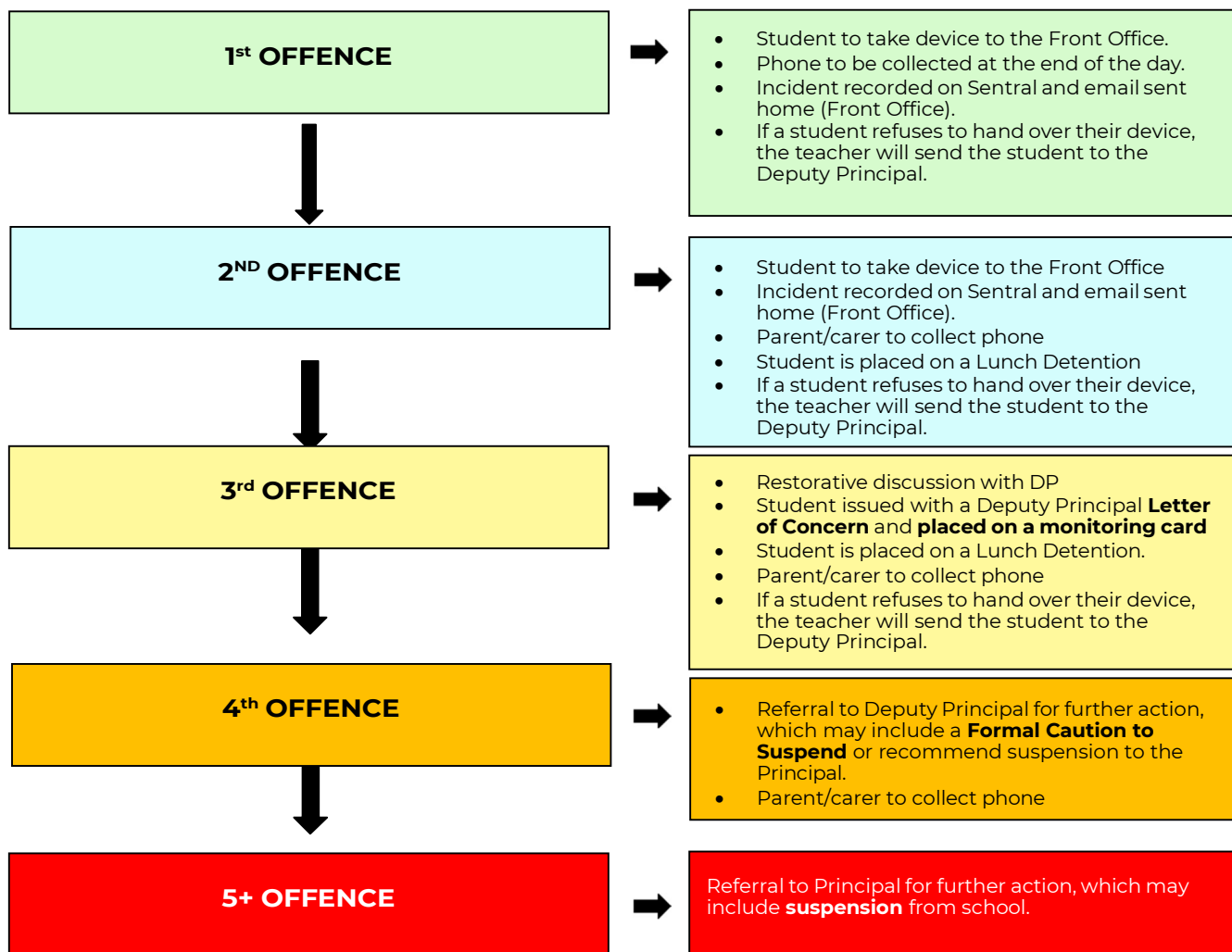
- Deliver learning experiences that encourage safe, responsible and respectful use of digital devices and online services. This includes:
 - Establishing agreed classroom expectations for using digital devices, in line with this procedure and departmental policy.
 - Identifying strategies to ensure that all students are able to engage in classroom activities including strategies to accommodate students without a digital device.
 - Educating students about online privacy, intellectual property, copyright, digital literacy and other online safety related issues.
- Model appropriate use of digital devices and online services in line with department policy.
- Respond to and report any breaches and incidents of inappropriate use of digital devices as required by school procedures, departmental policy and any statutory and regulatory requirements.

CONSEQUENCES

There will be zero tolerance for breaches of the policy in regards to the use of digital devices.

The consequences will be:

In the classroom



On the playground

- Follow the same procedures as above.
- Support provided by Head Teacher on Duty, Deputy Principals and/or Principal

EXEMPTIONS

A small number of exemptions will be made. These exemptions will only be available for managing a health condition.

Health related exemptions can be sought by parents and carers by applying to the principal. Parents/Carers are to complete the Digital Devices Exemption Application form [Appendix A].

In a case of a health condition, a letter from a medical practitioner stating when and how the digital device is to be used [Appendix B] will be required.

NEWTOWN HIGH SCHOOL OF THE PERFORMING ARTS

DIGITAL DEVICES EXEMPTION APPLICATION FORM [APPENDIX A]

- This form must be submitted prior to student use of mobile phone on school grounds.
- A medical declaration form [Appendix B] from a medical practitioner stating when and how the digital device is to be used must be attached to this application.

SECTION A

To be completed by Parent/Carer

Student FULL name

Year

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Reason for mobile phone use, based on student wellbeing grounds

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Student Signature

Date

--	--

Parent Name

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Parent Signature

Date

--	--

SECTION B

To be completed by Principal/Deputy Principal

Agreed wellbeing adjustment strategy for mobile phone use

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Medical documentation attached?

Y / N

Application Approved

Y / N

Sentral Flag

Y / N

Principal/Deputy Principal Signature

Date

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NEWTOWN HIGH SCHOOL OF THE PERFORMING ARTS

DIGITAL DEVICES EXEMPTION MEDICAL DECLARATION [APPENDIX B]

TO THE INDEPENDENT PROFESSIONAL AUTHORITY PROVIDING DOCUMENTATION

Newtown High School of the Performing Arts requires a student to notify you that they are using this medical declaration to claim illness so as to permit the need of having their mobile device with them at all times. Your help in providing information regarding the **impact** of this student's illness is appreciated, and will be used to assess the validity of this application.

Please note that all students have **access** to the school's phone in a case of emergency. Parents can also contact their child/ren via the front office too.

I,....., a legally qualified medical practitioner, certify that
on (date) examined (patient's name).

The patient is suffering from:
(diagnosis provided with patient's consent where possible)

In my professional opinion, the student requires to have all day access to their mobile device to meet: (please tick)

In a minor way

Moderately

Severely

MEDICAL NEEDS

☐☐☐

Please specify and explain in detail:

.....

.....

.....

.....

For the period of to

Please note certificate can only be issued for ONE calendar year only

Other remarks:

.....

.....

Details of Independent Professional Authority OR Stamp of Independent Professional Authority

Name:

Profession:

Provider Number:

Address:

Contact Number:

Signature:





DIGITAL DEVICES

Policy Acceptance

Students in public high schools across NSW must have their mobile phones turned off and out of sight.

This page is to be signed by both the student and the parent/carer and returned to the school.

- ☐ We understand that at NHSPA a student's mobile phone is not to be used, and must be 'off and away' from the start of the school day until the end of the school day.
- ☐ We have read this policy and understand the consequences of a student breaching the Digital Devices Policy.

Name of Student: _____

Signature of Student: _____ date: ____/____/20____

Name of Parent/Carer: _____

Signature of Parent/Carer: _____ date: ____/____/20____

Please return signed form to the school.

Are you ready for learning?

It's as simple as 1, 2 and 3!

1

Each morning you
will be required
to switch
your mobile phone
off when entering
the school.



2

The mobile phone
then needs to
stay off and out
of sight
throughout
the day.



3

After leaving the
school, you are
able to switch on
your mobile
phone again.

