



BELLBIRD PARK

STATE SECONDARY COLLEGE

PERSONAL TECHNOLOGY DEVICES (PTDs)- Away for the Day! FREQUENTLY ASKED QUESTIONS- Staff.

Where has this initiative come from?

- This is a common change being implemented across many Queensland Department of Education schools following the Minister for Education announced the introduction of a state-wide decision that personal technology devices in Queensland schools from 2024 will be "Away for the Day".

What is considered a Personal Technology Device (PTD)?

- Mobile phones, ear pods, smart watches, stereos, speakers, audio playing devices.
- Any other electronic devices that have the ability to connect to telecommunication networks or the internet.

Why are students being asked to put their PTDs away?

This approach is being implemented in all Queensland State Schools to help:

- reduce distractions in the classroom
- increase face-to-face interactions between students
- promote student health and wellbeing
- reduce the potential for student exposure to negative impacts of the digital world, such as cyberbullying.

When does the day start and finish?

- The day begins at the first bell at 8.40am. After this time all PTDs are to be turned off and placed away out of sight. PTDs are not to be seen or heard.
- The day finishes at 2.50pm after the last bell to signify teaching and learning has finished for the day.

Can students use their PTDs in between classes or at lunch time?

- No, all mobile phones, ear phones/ear pods and PTDs must be switched off and placed away for the entire school day from 8.40am-2.50pm, including between classes and at break times.

Can students use their phone, ear phones or wearable PTD at assemblies, excursions and camps?

- Mobile phones, head phones and all personal technology devices are not to be used during school activities such as at assemblies, college events, camps, representative sports and excursions, unless an exception is made by the Executive Principal.
- At these events, all PTDs are to be turned off and placed away out of sight. PTDs are not to be seen or heard.
- Families will be notified in advance if an exception to the policy will be applied at an event.

Are students allowed to bring their PTD to school?

- As with all valuable items, students are strongly discouraged from bringing mobile phones and other PTDs to school due to the potential for loss, theft or damage of the item.
- BPSSC cannot accept responsibility for the loss, theft or damage to such items, including mobile phones.
- These items are brought to school at your own risk. Students can store their PTDs:
 - Off and away zipped in their uniform pocket
 - Off and away in their school bag
 - Off and away in their laptop bag
 - Stored in laptop locker in Information Services (cost for hire \$20 a semester)

What is considered a breach of the Personal Technology Device?

- Any time a Personal Technology Device is out from first bell at 8.40am to 2.50pm without an approved exemption from the Principal. Breaches include:
 - Checking the time
 - Using the phone apps such as a calculator. They are to use their calculator on their BYOD.



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- Organising transport
- Making phone calls
- Listening to music
- Organising the collection of siblings after school. Students are to contact home via the student services phone during break time.

What do I do if a student has their Personal Technology Device out in the classroom?

- If a device is seen or heard, the student will be required to hand in the device to student services where it will be stored securely until the student is required to depart college grounds.
- If a student refuses to follow staff directions to hand in their personal technology device (PTD), students may be issued a consequence for defiance aligned to the BPSSC Student Code of Conduct and Positive Behaviour for Learning (PBL) Framework. In this instance staff are required to complete a OneSchool behaviour entry and refer it to their Head of Year.

What do I do if a student has their Personal Technology Device out at lunch time?

- If a device is seen or heard, the student will be required to hand in the device to student services where it will be stored securely until the student is required to depart college grounds.
- If a student refuses to follow staff directions to hand in their personal technology device (PTD) on the playground, please find a colleague to help identify the student and complete a One School behaviour referral to the Head of Year.
- Students may be issued a consequence for defiance aligned to the BPSSC Student Code of Conduct and Positive Behaviour for Learning (PBL) Framework.

I have a student in class who needs to contact their parent/carer during the day?

- Students who need to contact their parents / guardians are able to do so with phones located in Student Services.
- If a student is stating they urgently need to contact a parent, please fill out their diary and send them to Student Services.

Can my class use their PTD for learning?

- At times, teachers of students in Year 11 and 12 may instruct, or allow students to use mobile phones or electronic devices for specific educational purposes, such as:
 - recording an experiment
 - recording a musical or dance performance for analysis
 - taking photos of work in Construction or Engineering as evidence of progress for the qualification
 - listening to a clip that explains a concept in Business, Sport and Recreation etc.
- At these times students may use their Personal Technology Devices (PTD) but only when instructed to by their teacher who will place a sign up in their classroom allowing the use of devices.
- Students in Year 11 and 12 who are seen or heard using a device during a lesson when not instructed to do so by their teacher, will be required to hand in the device to student services where it will be stored securely until the student is required to depart college grounds in line with consequences for misuse.
- Students in Year 7-10 are not permitted to use their PTDs for learning in the classroom.

Can a student use their phone to pay for their lunch at the canteen?

- Yes, the college will trial allowing students pay for their lunch at the canteen with via their PTD.
- Students can continue to pay for their lunch at the canteen with cash or their Eftpos card.
- Students will only be able to use their PTD to pay for their lunch in the specified zones in the canteen area that will be clearly marked for students and staff to see.
- Students can continue to pre-order their lunch from the canteen via the Munch Monitor app.
- Clear guidelines for staff, students and parents minimises confusion and conflict with a new policy.



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Can my student use their phone to pay for invoices at the Office?

- Yes, students can use their phone inside the administration building to make a payment only. The students can get their phone out, pay and then back away for the day before they exit the administration building.

A student has a serious medical condition that requires monitoring using an application on a PTD for students?

- Students with serious medical conditions that requiring monitoring e.g. Diabetics with insulin level data apps are able to complete an exemption form and submit to the Deputy Principal.
- Students with exemptions are permitted to use their own personal technology in designated areas.
- These include at Student Services, Information Services and at F Block. Your students will have their exemption, approved areas for use specified and communicated in their Individual Support Plan.

Are there other extenuating circumstances that may require the use of a PTD and an exemption for students?

- Other extenuating temporary circumstances that have been approved by the Deputy Principal include:
 - Students securing a traineeship / apprenticeship or other approved career pathway options that need to take a call.
 - Students who are complex cased managed and have location devices on their personal device that are monitored by an approved guardian or child protection officer.
 - Students working with external organisation regarding VISA approvals, emergency care placement.
 - Independent students who require their personal device to receive a scheduled phone call from Centrelink or General Practitioner.
 - Students with exemptions are permitted to use their own personal technology in designated areas.
 - These include at Student Services, Information Services, F Block and in the Guidance Officer office. Students will have their exemption, approved areas for use specified and communicated in their Individual Support Plan.

Can a staff member remove a Personal Technology Device from a student?

- No.
- Staff who see or hear a personal technology device are required to direct students to student services where they must hand in their personal technology device.
- If a student refuses to follow staff directions to hand in their personal technology device (PTD), students may be issued a consequence for defiance aligned to the BPSSC Student Code of Conduct and Positive Behaviour for Learning (PBL) Framework.

Can I allow students to use their PTD to 'hot spot' their BYOX device?

- No. As per the Student Code of Conduct, students are to use the WIFI provided by the school. Internet access issues can be addressed by the school IT team at lunch breaks or before / after school. Address barriers and have plans in place.

How does the 'Away for the Day' policy impact staff members' own personal technology device use?

- Teachers should not be taking phone calls, text messaging or using their own personal device during class for either personal or pedagogical reasons.
- Teachers on PGD should be actively supervising, not on their own Personal Technology Device.
- Photos/Videos of students can only be gathered on school audio-visual equipment.
- Model the social etiquette of engaging and interacting with others demonstrating your own control over technology addiction.

Do BPSSC staff have a say in this initiative?

- Consultation is an important part of this process and have utilised staff and student feedback to inform the policy and frequently asked questions. Should staff want to provide any further feedback, or ask



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any questions please contact the Leadership Team. There will not be a vote on whether this initiative/change occurs.