



Personal Technology Devices Policy

2026

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All Queensland state school students must keep their mobile phones switched off and 'away for the day' during school hours. Notifications on wearable devices, such as smartwatches, must be switched off so that phone calls, messages and other notifications cannot be sent or received during school hours. This also applies to student attendance at school activities, such as representative school sport, excursions and camps, unless otherwise determined by the school principal.

Parents/caregivers wishing to contact their students, or vice versa, are required to do so through the school office on 5423 4444.

Students who choose to bring personal technology devices to school, do so at their own risk and are responsible for ensuring their safety and security and that they are not visible and audible. The school and school staff will not accept any responsibility for any loss or damage to personal technology devices.

Personal Technology Devices

Personal technology devices include, but are not limited to:

- Mobile phones
- Portable music players and/or speakers
- Wired/wireless headphones
- Earbuds
- Wearable devices

Every Student, Every Day

- All personal technology devices must be switched off and not visible on school grounds **from the first bell through to the last bell**.
- Wearable devices including smart watches must be switched to 'do not disturb'.
- All students have access to a secure school locker for storage.
- In circumstances whereby students need access to technology for learning (e.g. cameras for photos, videos etc), the school will provide appropriate devices for use.

Misuse of Personal Technology Devices

The *Toogoolawah State High School Student Code of Conduct* details responsibilities to support students to understand and meet behavioural expectations of the school, and guidance on the application, where required, of disciplinary consequences. If a device is sighted or heard, staff may respond by any of the following:

- providing a verbal reminder to the student about expected behaviour
- directing the student to place the mobile phone in storage e.g. student locker, office
- directing the student to switch off notifications on their wearable device
- directing students to the office for follow up by a member of administration
 - administration may direct a student to hand the device in (temporary removal of the device to be returned at conclusion of school day or parent request to collect)
- applying a detention for a defined period of time e.g. lunchtime or after school
- contacting parents/caregivers for support.

A refusal to follow staff directions and/or repeated infringements may lead to further consequences including suspension.

Exemptions

Individual students with documented medical or wellbeing needs will work with a member of the leadership or wellbeing team to consider whether an exemption to this policy is required and to implement a support plan. Students with an approved exemption must only use their personal technology device for the intended, approved purpose. In the event of an approved exemption to this policy to support a student's need to use headphones at times during the school day, these must be **wired headphones** and only connected to a computer.

The principal or principal's delegate may approve a variation to this policy for teaching and learning where wired headphones might be necessary to access curriculum content.