



# RANDWICK GIRLS' HIGH SCHOOL

## LOCKABLE POUCHES

### Frequently Asked Questions

#### What is a Lockable pouch?

A Lockable pouch is a magnetic pouch used to store phones to create a distraction free climate and culture at Randwick Girls' High School, allowing teachers to teach and students to learn and focus free from disruption so they can reach their greatest potential.

#### How do students use their Lockable pouch each day?

Upon arrival at school, all mobile phones are switched off and placed in lockable pouches. All other electronic devices (Smart watches and Bluetooth ear buds) will be placed in school bags. At the end of the day students can unlock their pouch at an unlocking station. These stations can be found at entrances and exits across the school.

**Daily Mobile Phone Procedures**

**1 Lock**  
Turn off your phone.  
Place it in your Lockable Pouch.  
Keep it in your bag.

**2 Learn**  
Your phone will stay locked and in your bag throughout the day.

**3 Unlock**  
At the end of the school day you can unlock your Lockable Pouch at the unlocking stations located at school exits.

The infographic includes icons for a red lock, a school bag, and a blue lock.

#### What if I need to reach my child, due to a family emergency, during the school day?

In the event of a family emergency, parents/caregivers should contact the front office on 93983233. A member of our team will get the message to your child as soon as possible.

#### What if there is a school emergency?

Parents/caregivers will be contacted directly via SMS (in the event of a whole school emergency), or directly via a phone call (for individual students) as per the school's current Emergency Response Procedure.

#### My child has a casual position after school. How does their employer contact them to advise changes to their shift?

Employers can still contact students via phone before and after school hours. Alternatively, employers can contact students via email.

### **What if the Lockable pouch is lost or damaged?**

The Lockable pouch remains the property of the school and is the responsibility of the student. If the pouch is lost or damaged, families will need to order a new pouch through the front office at a cost of \$20. Students will not be permitted to have their device at school until a new pouch has been purchased. In the event that devices are brought to school, they must be handed in to the front office upon arrival each morning. Note: Damage consists of any signs that the physical integrity of the pouch has been compromised, whether intentional or unintentional, as determined by a member of the school leadership team.

### **Can the pouches be unlocked after hours?**

Unlocking stations will not be accessible after 4pm on school days or on weekends.

### **Can my child decorate or personalise their Lockable pouch?**

Students are required to have their name clearly written on their pouch in a suitable black waterproof marker. No other decorations, artwork or graffiti is allowed on the pouch.

### **What if my child needs their phone for extenuating reasons (such as diabetes)?**

Exemptions can be requested by completing an "Electronic Device Exemption Form" (available from the Deputy Principal). Each request is judged on a case-by-case basis and approved by the Principal (or delegate). Exemptions will be recorded in the student's file or health care/learning plan as appropriate and noted on Sentral to inform staff that an exemption is in place.

### **My child is going on a camp. Are they able to contact me while they are away?**

Students may be permitted to bring personal devices on a camp or excursion for learning purposes and/or to facilitate contact with their families at specified and supervised times. Expectations regarding student use of devices on the camp or excursion will be detailed in parent consent information.

### **How will my child pay for food at the Canteen without their mobile phone?**

Students have three options for purchasing from the Canteen: cash, a debit card or pre-order using the Flexi schools prior to the school day commencing (this is the recommended option).