



MOBILE PHONE POLICY

Section	Student Welfare
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1. RATIONALE

- 1.1. There is the capacity for mobile phone technology to be used for social and anti-social purposes which run counter to the teaching and learning programs of the School.
- 1.2. Mobile phone technology has the capacity to compromise the safety and security of staff and students.

2. DEFINITION

- 2.1. ICT covers a broad spectrum of equipment/devices including mobile phone technology. For the purposes of this policy, 'mobile phone' refers to and includes smart phones (iPhone and android), smart watches, iPods and MP3 players and other similar technologies as they come into use.

3. PRE-KINDERGARTEN TO YEAR 3 GUIDELINES

- 3.1. Students are not permitted to bring mobile phones to school.
- 3.2. The School acknowledges that there are special circumstances for which parents may wish their child to have a mobile phone; namely to increase the security of their journey to and from school. Parents for whom these circumstances apply are requested to make special application to the Head of Primary in writing. When permission has been granted for mobile phones to be brought to school, the following apply:
 - They are to be turned off during the school day (8:00am to 3:00pm);
 - They are not to be used during the school day for any purpose whatsoever;
 - The School does not permit the use of photographic, video or sound recording features of mobile phones at school under any circumstances;
 - The security of the mobile phone is the responsibility of the student. The phone must be handed to the Class teacher to be stored in a secure place during the school day
- 3.3. The School does not accept responsibility for mobile phones that are lost, misplaced or stolen.
- 3.4. If parents wish to contact their son/daughter during the school day then contact must be made through the Early Learning Centre Reception/Primary Reception.
- 3.5. If a student needs to contact his/her parent during the school day, he/she must do so through the Early Learning Centre Reception/Primary Reception.
- 3.6. Students are not permitted to use smart watches for communication purposes during school hours.

4. YEARS 4 TO 12 GUIDELINES

- 4.1. While we would prefer that students did not bring mobile phones to school, the School acknowledges that there are special circumstances for which parents may wish their child to have a mobile telephone; namely to increase the security of their journey to and from school.
- 4.2. For students who bring mobile phones to school, the following apply:
 - They are not to be used during the school day (Primary School 8:00am to 3:00pm and Secondary School 8:00am to 3:05pm).
 - They are not to be used during the school day Exceptions apply when students need to use their phone to pay at the Café or with direct teacher permission.
 - The School does not condone the use of photographic, video or sound recording features of mobile phones at school under any circumstances.
 - The security of the mobile phone is the responsibility of the student.

- Years 4 to 6 students must hand their phone to the Class teacher to be stored in a secure place during the school day.
 - Years 7 to 12 students must store their phone out of sight at all times, preferably in their school bag in their assigned locker.
- 4.3. Students are not permitted to take mobile phones on school camps unless it is for health and safety reasons, for example, the student is diabetic.
- 4.4. The School does not accept responsibility for mobile phones that are lost, misplaced or stolen.
- 4.5. If parents need to contact their son/daughter during the school day then contact must be made through either Primary Reception (Years 4 to 6) or Student Services Reception (Years 7 to 12).
- 4.6. If a student needs to contact his/her parent during the school day, he/she must do so through Primary Reception (Years 4 to 6) or Student Services Reception (Years 7 to 12). Students are not to contact their parent/guardian via text, email or messaging service.
- 4.7. Mobile phones used by students in contravention of the *Mobile Phone Policy*, other than under the direct instruction and supervision of a staff member, will be confiscated. While these will be returned at the end of the day for security reasons, consequences for non-compliance will apply as follows:
- A student who is sighted in possession of his/her mobile phone during the school day, for any unapproved purpose, will receive an after-school detention;
 - A student whose mobile phone disturbs the class when it beeps, or rings will receive an after-school detention;
 - A Primary student who uses his/her mobile phone to bully or harass another student during the school day will incur consequences in keeping with the *Bullying and Harassment Policy*. Mobile phones are to be turned off during the school day (8:00am to 3:00pm) and handed to the student's Class Teacher to be stored in a secure place during the school day;
 - A Secondary student who uses his/her mobile phone to bully or harass another student during the school day will incur consequences in keeping with the *Bullying and Harassment Policy*.
 - If a student habitually contravenes the *Mobile Phone Policy*, this will be viewed as wilful disobedience, and he/she will incur consequences in keeping with the School's *Behaviour Management Policy and Procedures Secondary School* and the *Promoting Positive Behaviours Policy and Procedures Primary School*.
- 4.8. Students are not permitted to use smart watches for communication purposes during school hours.

5. RELATED POLICIES

- *Behaviour Management Policy and Procedures Secondary School*
- *Bullying and Harassment Policy*
- *ICT Appropriate Use Policy: Students*
- *Promoting Positive Behaviours Policy and Procedures Primary School*