



# MOBILE PHONE POLICY

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## **Rationale**

The increased ownership of mobile phones requires that school administrators, teachers, students and parents take steps to ensure that mobile phones are used responsibly. While it is acknowledged that providing a child with a mobile phone gives parents reassurance that their child can contact them in emergency situations or in risk situations involving personal security and safety, this does not apply during the school day when students have access to school phones and personnel. At the same time it is acknowledged that senior students, in particular, are more mobile than previously as they may be involved in traineeships, university programs and other activities, which take them away from the school campus on a regular basis.

## **Responsibility**

1. It is the responsibility of students who bring mobile phones onto the school premises to adhere to the guidelines outlined in this document.
2. The decision to provide a mobile phone to their children should be made by parents or guardians and parents should be aware if their child takes a mobile onto school premises.

## **Security**

1. Students are responsible for the security of their mobile phones.
2. The school accepts no responsibility for replacing lost, stolen or damaged mobile phones.
3. The school accepts no responsibility for students who lose or have their mobile phones stolen while travelling to and from school.
4. Phones should be clearly marked with the name of the owner.
5. Phones should be kept in student lockers at all times during school hours; students are advised to keep them well concealed and not 'advertise' they have them.
6. It is strongly advised that students use password/pin numbers to ensure that unauthorised phone calls cannot be made on their phones. Students should keep their passwords/pin numbers confidential.
7. Mobile phones which are found in the school and whose owners cannot be located should be handed to front office reception.

## **Acceptable Use**

1. Use of mobile phones during class time is prohibited, unless otherwise advised by the teacher.
2. Mobile phones should be switched off at all times while students are in class.
3. If a student has their phone in class, when it is not required, it should be turned off and placed screen side up on the corner of their desk.
4. Students should be aware that phones ringing during lesson time are likely to be confiscated for the rest of the day and permission to have the phone at school may be revoked. Parents are reminded that in the case of emergency the School Reception remains the vital and appropriate point of contact.

## **Unacceptable Use**

1. It should be noted that it is a criminal offence to use mobile phones to menace, harass or offend another person. Students who use their phones to engage in personal attacks, harass another person, or post private information about another person using SMS messages, taking or sending photos or objectionable images or bullying other students, or who use vulgar, derogatory or obscene language while using a mobile phone **will have their phones confiscated for a period of time decided by the Principal**. Students should note that, in extreme cases, the school may consider it appropriate to involve the police.
2. Any student/s caught using a mobile phone to cheat in exams or assessments will face disciplinary action as sanctioned by the Principal, which is likely to include the loss of all marks for the examination or assessment item.