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## Mobile Phone Policy



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### Rationale

The increased ownership of mobile phones requires that this school and parents take steps to ensure that mobile phones are used responsibly. This policy is designed to ensure that potential issues can be clearly identified and addressed, ensuring the benefits that mobile phones provide (such as increased safety) can continue to be enjoyed by our students.

Scoresby Secondary College accepts that parents give or allow their children to have mobile phones to protect them from everyday risks involving personal security and safety. There is also ever-increasing concern about children travelling alone on public transport or commuting long distances to school. It is acknowledged that providing a child with a mobile phone gives parents reassurance that they can speak with their child quickly at any time.

### Responsibility

It is the responsibility of students who bring mobile phones onto school premises to adhere to the guidelines outlined in this document.

With regards to mobile phones, this is a **“not seen, not heard”** policy.

- Mobile phones must be switched off at all times within the school grounds.
- Unless express permission is granted to the contrary, mobile phones must not be used to make calls, send SMS messages, surf the internet, take photos, video or any other application.
- On occasions where mobile phones and audio devices can be used for a learning task, prior notification will be provided with clarity on the purpose and guidelines for use.
- Mobile phones are not permitted into rooms where an assessment or examination is taking place, under any circumstances
- Exceptions may be permitted in exceptional circumstances, should the parent/guardian specifically request it. Such requests will be handled on a case-by case basis, and should be directed to the relevant sub-school Manager.
- Parents are reminded that in cases of emergency, the school General Office remains a vital and appropriate point of contact and can ensure your child is reached quickly, and assisted in any appropriate way
- Students are required to mark their mobile phone clearly with their names
- In order to reduce the risk of theft during school hours, students who carry mobile phones are advised to keep them well concealed and secure and not ‘advertise’ they have them.
- The school accepts no responsibility for replacing lost, stolen or damaged mobile phones belonging to students who lose or have their mobile phones stolen while travelling to and from school.
- The Department of Education and Training does not hold insurance for personal property brought to schools and it will generally not pay for any loss or damage to such property. Students should think very carefully before bringing valuable items such as mobile phones to school.
- It is strongly advised that students use passwords/pin numbers to ensure that unauthorised phone calls cannot be made on their phones (eg by other students, or if stolen). Students must keep their password/pin numbers confidential.
- Breaches of this policy will result in disciplinary action which may include confiscation of the mobile phone, and for more serious breaches, suspension from school.

### Consequences for the use of Mobile Phones and Audio Devices

#### First offence

- Confiscated
- Student reminded of the rule and consequences
- Handed in to Year Level Coordinator (YLC) and kept locked at the office until the end of the day
- Name recorded

#### Second offence

- Confiscated
- Student reminded of the rule and consequences
- Handed in to Year Level Coordinator (YLC) and kept until the end of the day
- Name recorded
- Parent contacted
- Parent and student reminded that the third offence will result in an exclusion from class.

#### Third offence

- Confiscated
- Handed in to Year Level Coordinator (YLC) and kept until the end of the day
- Name recorded
- Parent contacted
- Exclusion from class

#### In assessments

- Confiscated
- Handed in to Year Level Coordinator (YLC) and kept until the end of the day
- Name recorded
- Parent contacted
- Assessment consequence (determined in consultation with teacher and/or Curriculum Leader)

NB Mobile phones/audio devices which are used, seen or heard during class time may result in a consequence including suspension, as determined by the Principal

## Evaluation

This policy will be reviewed by College Council as part of the three-year review cycle or at the discretion of College Council

This policy was ratified at School Council on: November 2014

To be reviewed: November 2016