



MOBILE PHONE POLICY

Centralian Senior College is aware that mobile phones have a significant impact on our students' lives and that advances in technology make them far more than just a phone. The school understands this technology is part of our world and parents often support their young people having mobile phones for safety reasons. Student responsibility for the appropriate use of personal electronic devices at school is required at all times and must be in accordance with, and reflect our college values and expectations. This mobile phone policy aims to promote a safe environment for both teachers and students. Whilst mobile phones are the key focus of this policy, any device that has access to social media, or has the capability to capture images or video, is also covered in this policy.

As technology rapidly changes, teachers must manage both a mobile phone's potential as a learning technology and the difficulties phones can present in schools. Parents, students and teachers are all responsible for correct use of mobile phones.

Should a student choose to bring their phone to school, they do so at their own risk and must follow the expectations set out in this policy with regards to its use. The college will not be responsible for lost, stolen or damaged phones.

Parents or guardians, should contact the front office to pass on any messages rather than contacting students during class time. Mobile phones must not be used to by-pass this process. We have a duty of care to our students whilst they are at school.

Acceptable use during school hours:

- Students can use their mobile phones appropriately before school, during recess and at lunch breaks.
- Students must have their **mobile phones and associated devices switched off and out of sight** before entering the classroom and the duration of the lesson.
- Students may only turn on and use their devices during a class **with the direct instruction of the teacher for clear educational purposes.**
- All staff will role model appropriate use of mobile phones.

Unacceptable use during school hours:

- For students to have their mobile phone turned on or visible in class without direct instruction from the teacher. Students are not permitted to take photographs, video or record images or voices of other students or staff members without their consent.
- Students are not permitted to have mobile phones in examinations or formal assessments.

Mobile phones must not be used to invade the privacy of others or breach the law. Students who use a mobile phone either by a direct phone call, text message or other function to; bully, harass, threaten, abuse, vilify or embarrass other students or staff will face disciplinary action and will lead to suspension.

Procedures relating to mobile phones:

If a staff member hears or sees a phone, during class time, the staff member will ask the student to turn the phone off and relinquish to the teacher to be collected at the end of that lesson. Students are encouraged to place their phone with their teacher at the beginning of the lesson, if they so wish.

NB. Individual teachers may have individual class practices for the storage of phones: for example, a container on the front desk/shelf.

If a student refuses to do this the teacher will refer the student to the principal or delegate for failing to follow instructions. The student will be required to leave their phone with the delegate and the student will receive a receipt or sign in the register.

If a student complies with the delegate's request, the following will apply:

- **First breach:** the delegate keeps the phone for the rest of the day with the student to collect at the end of the school day.
- **Second breach:** the delegate keeps the phone for the rest of the day and a parent or guardian will need to collect the phone.
- **Third breach:** the delegate keeps the phone for the rest of the day and a parent or guardian will need to make arrangements for a meeting with the delegate and collect the phone. A caution for suspension/after school detention based on ongoing failure to follow instructions will be issued.
- **Subsequent breach:** The student will be suspended for their ongoing refusal to follow instructions.

NOTE: If, on any occasion a student refuses to hand over their mobile phone when requested, the staff member will request assistance from a delegate. If the student still refuses to comply, a parent/or guardian will be contacted and required to collect their student from the college and make an appointment with the coordinator/principal to resolve the issue.
