



## MOBILE PHONE POLICY

### Section – SAFETY Policy No – SAF010

#### **Rationale:**

Mobile phones are important, modern-day communication tools, essential in providing a safe and effective environment. However, they can easily be improperly used, lost or damaged and must therefore be effectively managed.

#### **Aim:**

The widespread ownership of mobile phones among young people requires that school administrators, teachers, students, and parents take steps to ensure that mobile phones are used responsibly at schools. With this in mind, the aim of this policy is to ensure students are able to have appropriate access to mobile phones, but only when usage will not disrupt the normal school routine.

#### **Implementation:**

- Students are not to be in possession of a mobile phone on school grounds at any time between the hours of 8:30am and 3:15pm. If a phone is seen or found to be in use by a student it will be confiscated. Necessary phone calls home can be made through the General Office with teacher permission.
- In some circumstances students may be permitted by classroom teachers to bring phones to class for specific learning purposes.
- It is recognised that students may need to use their phones out of school hours. If a phone needs to be brought to school it should be left for safekeeping at the General Office otherwise should be locked securely in student lockers.
- Phones confiscated will need to be collected from the General Office or Principal by a parent/guardian. In some circumstances mobile phones may be permitted on camps/excursions; however phone numbers must be given to the staff to allow for ease of contact. Staff will determine appropriate use and availability of phones on any camp or excursion.
- Any contact that parents/guardians wish to make with their children should be made through the General Office or, if on an excursion, through the General Office or the mobile phone number as supplied on the excursion permission form.
- Mobile phone cameras (still and video) must not be used:
  - in banned spaces for example, changing rooms, toilets, gyms and swimming pools.
  - to film people and their activities without their knowledge or permission.
  - to send harassing or threatening messages

Any student/s who:

- photographs or films other individuals without their consent or who sends harassing or threatening messages may face disciplinary actions as sanctioned by the school resulting in possible suspension. Some inappropriate uses can constitute criminal behaviour and will be reported to the police.

Any student/s who:

- is caught using a mobile phone to gain advantage in exams or assessments will face disciplinary actions as sanctioned by the school resulting in possible suspension.

Tyrrell College accepts no responsibility for replacing lost, stolen or damaged mobile phones whilst either on the premises, at camps or excursions, or when travelling to and from school . Mobile phones are used at their owner’s risk and their safety and security is wholly in the hands of the student.

## Evaluation

This Policy will be reviewed in line with DEECD Guidelines, Tyrrell College’s Leadership and Consultative Teams and School Council.

<b>Date Implemented</b>	March 2015
<b>Author</b>	
<b>Approved By</b>	School Council March 2015
<b>Responsible for Review</b>	Principal
<b>Review Date</b>	March 2018
<b>References</b>	<a href="http://www.education.vic.gov.au/school/principals/spag/safety/pages/mobilephones.aspx">http://www.education.vic.gov.au/school/principals/spag/safety/pages/mobilephones.aspx</a>