

# MOBILE PHONE

## PROCEDURES

### Section 1 – Context

- The school has a responsibility to ensure that the teaching and learning environment for staff and students is free from avoidable disruption.

### Section 2 – The possession of mobile phones

- The school does not encourage the carrying and/or use of mobile phones by students.
- The school does recognise, however, that parents may require students to carry mobile phones for personal reasons.
- The school accepts no responsibility for mobile phones that are misused, stolen or damaged.
- Mobile phones must not contain downloaded material of an obscene or pornographic nature. Where this is found to be the case, the phone will be confiscated and the issue dealt with under the school's Discipline and Welfare Procedures.
- The use of mobile phones to photograph or video students or staff without their permission is strictly forbidden. Mobile phones used for these purposes will be confiscated. Students who do this will be dealt with through the relevant WHSPA procedure.

### Section 3 – Mobile phones must not disrupt the learning environment

- Mobile phones must be turned off and not accessed during class time, unless directed by the class teacher.
- Parents are requested not to contact students during class time. Urgent messages can be relayed to students through the school administration office.
- Students are not to use mobile phones in classroom settings or the library unless given permission by the teacher. Instructions as to the use of mobile phones is to be strictly adhered to.

### Section 4 – The school reserves the right to take action when mobile phones are used in contravention to Section 3

- The classroom teacher has the authority to confiscate the phone if it is impacting on the learning environment and to deliver the phone to the Deputy Principal as soon as practical.
- The student is to be advised that the confiscated phone may be collected at a suitable time, generally at the end of the school day, when, appropriate student ID is presented
- Parents will be requested to collect the student's phone if the use of said phone persistently disrupts the learning environment.

This procedure was last discussed by the P & C 2016