

Mobile Phone Policy

The mobile phone is an effective and quick means of communication. Where unforeseen events occur, mobile phones provide students and their families with a ready means of communication. There is a need, however, to set clear guidelines and limit their use during the school day, in particular, to avoid unnecessary interference with teaching and learning.

In normal circumstances, parents or caregivers wishing to leave messages for their children do so by telephoning the School. Staff endeavour to ensure that messages are passed on during class breaks.

Office staff also assist students who need to contact family or other persons in an emergency. A public access phone is also available for student use.

Ruling:

- During school time, i.e between 8.45am and 3.30pm, students are not permitted to use mobile phones unless they have explicit permission from the Pastoral Dean or Head of House; or a teacher when the device is to be used for a teacher directed learning activity.
- In all other circumstances students must not use mobile phones and are encouraged to keep their mobile phones turned off and locked in their locker.
- The school will not accept responsibility for the misuse or theft of phones.
- The inappropriate use of the camera function of a mobile phone may breach the Privacy Act rules. Students are expected to use a mobile phone in a lawful manner.
- Any student found acting in breach of these guidelines could expect that a staff member will take possession of the mobile phone and deliver it to the Pastoral Dean.

At the **first offence**, students may collect the confiscated phone at 3.30pm. A letter informing parents will be sent home.

At the **second offence**, the School will retain the phone until the Friday afternoon when the student will attend a detention. A letter informing parents will be sent home.

Should the above not deter the student, and he/she still breaches the ruling, a letter will be sent home with the request that the phone NOT be brought to the School under any circumstances.

Text messaging between students outside of school hours is subject to the normal expectations of courteous interaction that apply in face-to-face conversation. Where a student uses a mobile phone or e-mail to send an offensive message to another student outside of school hours, the School will actively intervene to protect the wellbeing of the student concerned.

Exceptions:

- A student with a medical condition (use approved by the school)