



MOBILE PHONES – STUDENT USE

PURPOSE

To explain to our school community the Department’s and Eaglehawk Secondary College policy requirements and expectations relating to students using mobile phones and other personal mobile communications devices such as wearable smartwatches, etc. during school hours.

SCOPE

This policy applies to:

1. All students at Eaglehawk Secondary College and,
2. Students’ personal mobile phones and other personal mobile communications devices such as wearable smartwatches, etc. brought onto school premises during school hours, including recess and lunchtime.

DEFINITIONS

A mobile phone is a telephone with access to a cellular (telecommunication) system, with or without a physical connection to a network. For the purpose of this policy, “mobile phone” refers to mobile phones and any device that may connect to or have a similar functionality to a mobile phone such as smart watches etc.

POLICY

Eaglehawk Secondary College understands that students may bring a personal mobile phone to school, particularly if they are travelling independently to and from school.

At Eaglehawk Secondary College:

- Students who choose to bring mobile phones to school must have them switched off and securely stored provided lockers during school hours
- Exceptions to this policy may be applied if certain conditions are met (see below for further information)
- When emergencies occur, parents or carers should reach their child by calling the school’s office.

Personal mobile phone use

In accordance with the Department’s [Mobile Phones Policy](#) issued by the Minister for Education, personal mobile phones must not be used at Eaglehawk Secondary College during school hours, including lunchtime and recess, unless an exception has been granted.

Where a student has been granted an exception, the student must use their mobile phone for the purpose for which the exception was granted, and in a safe, ethical and responsible manner.

Secure storage

Mobile phones owned by students at Eaglehawk Secondary College are considered valuable items and are brought to school at the owner's (student's or parent/carer's) risk. Students are encouraged not to bring a mobile phone to school unless there is a compelling reason to do so. Please note that Eaglehawk Secondary College does not have accident insurance for accidental property damage or theft. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items. Refer to the Personal Property Policy for more information.

Where students bring a mobile phone to school, Eaglehawk Secondary College will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Eaglehawk Secondary College, students are required to store their phones in their allocated individual mobile phone locker, prior to 9am. The mobile phone lockers are located within each Community Building. The mobile phone locker can only be accessed by students at the start and end of the day. If signing out to leave early for any reason, students will need assistance from a teacher in their Community to access their locker, or can be secured at the General Office. Students signing in late, will need to store their mobile phone at the General Office for that day. The General Office will also be able to store phones where early sign out is expected (eg: known doctor's appointment).

Enforcement

The following actions will occur for students who breach this policy:

- Students will be asked to immediately take their phone to the General Office for storage for the remainder of that day.
- The phone will be available for collection at the end of the day.
- The teacher giving that instruction will log the incident on Compass
- An automated message will be sent to notify parents/carers.
- Repeated breaches of the policy will result in parents being contacted by Neighborhood or Community Leaders to discuss the issue and find agreed solutions.

Students who refuse to secure their mobile phone at the General Office will be referred to Neighborhood or Community Leaders and further actions required will be in line with the *ESC Student Behavior Management Policy and Procedures* and the *Student Engagement, Inclusion and Wellbeing Policy*. These policies are available on the College Website.

Students who use their personal mobile phones in breach of the *Student Behaviour Management Policy and Procedures* or *Student Engagement, Inclusion and Wellbeing Policy* at Eaglehawk Secondary College may be issued with further consequences consistent with those policies.

At Eaglehawk Secondary College inappropriate use of mobile phones is **any use during school hours**, unless an exception has been granted, and particularly use of a mobile phone:

- in any way that disrupts the learning of others
- to send inappropriate, harassing or threatening messages or phone calls
- to engage in inappropriate social media use including cyber bullying
- to capture video or images of people, including students, teachers and members of the school community without their permission
- to capture video or images in the school toilets, changing rooms, swimming pools and gyms
- during exams and assessments

Exceptions

Exceptions to the policy:

- may be applied during school hours if certain conditions are met, specifically,
 - Health and wellbeing-related exceptions; and
 - Exceptions related to managing risk when students are offsite.
- can be granted by the principal, in accordance with the Department's *Mobile Phones Policy*.

The three categories of exceptions allowed under the Department's *Mobile Phones Policy* are:

1. Learning-related exceptions

Specific exception	Documentation
For specific learning activities (class-based exception)	Unit of work, learning sequence
For students for whom a reasonable adjustment to a learning program is needed because of a disability or learning difficulty	Individual Learning Plan

2. Health and wellbeing-related exceptions

Specific exception	Documentation
Students with a health condition	Student Health Support Plan
Students who are Young Carers	A localised student record

3. Exceptions related to managing risk when students are offsite

Specific exception	Documentation
Travelling to and from excursions	Risk assessment planning documentation
Students on excursions and camps	Risk assessment planning documentation
When students are offsite (not on school grounds) and unsupervised with parental permission	Risk assessment planning documentation
Students with a dual enrolment or who need to undertake intercampus travel	Risk assessment planning documentation

Where an exception is granted, the student can only use the mobile phone for the purpose for which it was granted.

Camps, excursions and extracurricular activities

Eaglehawk Secondary College will provide students and their parents and carers with information about items that can or cannot be brought to camps, excursions, special activities and events, including personal mobile phones.

Exclusions

This policy does not apply to

- Out-of-school-hours events
- Travelling to and from school
- School netbook computers
- Students undertaking workplace learning activities, e.g. work experience
- School purchased iPads for curriculum use with notifications turned off

RELATED POLICIES AND RESOURCES

- *Personal Property Policy*
- *Student Behaviour Management Policy and Procedures*
- *Student Engagement, Inclusion and Wellbeing Policy*
- *Mobile Phones – Department Policy*
- *Ban, Search and Seize Harmful Items*

REVIEW CYCLE

This policy was last updated on the 18th November 2019 and is scheduled for review in November 2022.