

**Rationale:**

To ensure students, parents/carers and staff have clear expectations and advice on the use of mobile phones while at school.

**Policy:**

Mobile phones may be brought to school however must be kept in a school bag or given to the teacher during class time.

Students should:

- only use mobile phones when usage will not disrupt the normal school routine
- have their mobile phones switched off and out of sight during classes unless directed by the classroom teacher
- only use their mobile phones before or after school, or during recess and lunch breaks
- display courtesy, consideration and respect for others when using a mobile phone
- ensure that their phones are always stored in a safe and secure place.

**Note:** Students can have access to a mobile phone where there is a need to contact parents/guardians in an emergency.

**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.

**Mobiles phones must not be used to send harassing or threatening messages****Implementation:**

Teachers should:

- discourage the use of mobile phones in the classroom unless they can be appropriately incorporated into the learning program
- inform students and parents that mobile phones are used at their owners' risk and any damage will not be the school's responsibility
- take appropriate action against any student who:
  - photographs or films other individuals without their consent or who sends harassing or threatening messages.

**Teachers have the right to confiscate a student's phone for the day if these guidelines are disobeyed.**

**References:**

**Ratified by School Council:** 25<sup>th</sup> November 2016