



# Girrawheen Senior High School

## RESPONSIBLE USE MOBILE PHONE POLICY

The school recognises that some guardians/parents provide mobile phones to their children for safety and organisational reasons.

We, therefore, need to be specific about what we mean by responsible use of mobile devices by students at school:

1. Students **are permitted** to use their mobile phones **before school, at breaks and after school** (whether for calls, texts or as iPods). Parents and students should be aware that **lost or stolen phones are not the responsibility of the school.** This includes any phones held at reception.
2. Students are **not allowed to use**, or have mobile phones/devices **turned on in class time unless permitted** by the classroom teacher. They must remain in the student's bag always. Students must also keep their phones in their bags **between classes**. Travelling between classes **is not considered a break**. **A staff member can confiscate the phone should a student be using their phone.**
3. **Students are not allowed** to take photographs or film other students or staff on their phone or another electronic device apart from **school work** which is **assessable**. **Staff** are not to take photos or videos of students unless a parent/guardian has given permission. Examples: Review of a performance for assessment or enrolment and identification purposes.
4. It is **not acceptable** for students to **access** social media sites on their phone/device while at school.
5. Students **are not to charge** any electronic devices at school. We will not provide security for this action.
6. The use of mobile phones on excursions and camps **will be at the discretion of the teacher in charge**. The teacher in charge will instruct students as to when they can use their phones. Phones will predominantly be used for emergency communication and to be able to communicate with their parents/carers and family members. The phone policy and associated consequences still apply in the event of student misuse.
7. **If a student is using a phone in class time** and has not been specifically allowed to by the teacher in charge of the class, then they must **hand it to the teacher** when requested to, **without question.**  
The phone is then handed by the teacher to the front office, or Deputy Principal to be collected at the end of the day. If the behaviour is **repeated** the **student** will be required to hand their phone daily to the front office for a specified number of school days. Students will be required to sign for their phone in the phone log at the end of each day. **This will be the responsibility of the student.** Continuous or repeated breaches of the phone policy will result in the student **not** being able to bring their phone to school. Parents/Guardians will be notified via telephone call and/or letter.
8. Any arguments from the student regarding handing over their phone, will mean that behaviour management strategies will be applied as per the school's Behaviour Management in Schools policy. All students should comply with **all requests** from **all staff members.**
9. Overall, the responsible use of mobile phone policy means that students are required to act responsibly. If students cannot work within these guidelines, a decision to ban the use of mobile phones may be reinstated. Following these guidelines, we all should be able to work together in harmony and respect.
10. **Lost or stolen phones are not the responsibility of the school.**



We (parent/guardian and student) agree to the conditions set down under the Conditions of Use and understand that violation of the Policy and Conditions of Use may result in a loss of privilege to carry a mobile phone/device at school.

I acknowledge that the school takes no responsibility for loss, theft or damage to any device in any circumstance, even if confiscated at the time of loss.

Parent's Name/Signature: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Student's Name/Signature: \_\_\_\_\_

Student's Mobile No: \_\_\_\_\_



# Girrawheen Senior High School

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## RESPONSIBLE USE MOBILE PHONE POLICY

Dear Parent/Guardian

The school recognises that mobile phones are an integral part of society and for many parents/guardians they serve as a tool to assist with organisation and safety of their child. Thus, Girrawheen Senior High School has adopted a responsible use approach towards mobile phone use at school.

This means that students are permitted to use their mobile phones for appropriate reasons before school, at breaks and after school. Students are not allowed to use mobile phones in class time unless specifically allowed by the teacher.

Your child \_\_\_\_\_ has used their phone **during class** or **between classes** and therefore will need to hand their phone to the front office during school hours for \_\_\_\_ days. Should this action be repeated your child will **not** be able to bring a mobile phone to school. Parents can communicate through the school's front office if they need to make emergency contact with their children.

The school has attempted to make contact via telephone about this incident and have had no response. Please contact me on 9247-0555 to discuss this incident.

Yours sincerely

Last review: December 2016