



<b>Policy Title</b>	Mobile Phone, Portable Internet enabled and Listening Devices Policy		
<b>Date approved</b>	07/10/2015	<b>Review Date:</b>	October 2018
<b>Revision No:</b>		<b>Revision Date:</b>	

### Rationale:

Many parents wish their children to have access to a mobile telephone so that they are contactable especially afterschool.

Teachers are concerned that mobile telephones are a distraction in class.

Year Level Co-ordinators share a concern that the safekeeping of mobile phones is difficult to manage.

### Aims:

To satisfy parents that their child has access to a mobile telephone

To establish guidelines for mobile phone use during school hours

### Implementation:

Mobile Phones, Portable Internet enabled and Listening Devices **cannot** be seen or used in school buildings at any time except as part of a learning activity and **only** if directly specified/directed by the teacher.

If a Mobile Phone, Portable Internet enabled or Listening Device is seen or used in school buildings at any time other than as part of their learning, it will be confiscated by the teacher. If a student refuses to hand over a device this will be dealt with according to school policy. After confiscation, the following procedure will follow:

1. Once confiscated, the device will be given to the sub-school Office Manager or Year Level Coordinator who will keep the phone in a securely locked place until the end of the day.
2. The student may collect the device from the subschool at the end of the day after a conversation with the YLC, Office Manager or Assistant Principal.
3. After the first 2 confiscations (in a calendar year) the student will receive an afterschool Administration Detention and **only** a parent/guardian will be allowed to collect the device. They must come to the General Office and request the device. The Office will contact the relevant YLC or Assistant Principal who will bring the device down to the office and hand it back to the parent/guardian.
4. After 4 confiscations, the student will be **internally suspended for a day** and the parent will have to attend a meeting with the YLC and Assistant Principal.
5. After 5 confiscations further graded consequences will apply. The parent / carer will have to attend a meeting with the YLC and Assistant Principal and make arrangements for the student not to bring the device to school.
6. If another confiscation occurs the parent / carer will have to attend a meeting with the Principal. Graded consequences will apply.

### Evaluation

This policy will be reviewed as part of the school's three-year review cycle.