

Mobile Phone Policy

Reviewed by: Student Engagement &
Wellbeing Team
and School Council

Date reviewed: September 2024

Date of next review: September 2027

Signature: 

Name: S. Roy-CHOWDHURY

Position: PRINCIPAL



If you need help to understand the information in this policy, please contact our office on 03 5754 4005.

Purpose:

To explain to our school community the Department's and Mount Beauty Secondary College's policy requirements and expectations relating to students using mobile phones and other personal mobile devices during school hours.

Scope:

This policy applies to:

1. All students at Mount Beauty Secondary College and,
2. Students' personal mobile phones and other personal mobile devices, 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.

A personal mobile device is any device that may connect, or have similar functionality, to a mobile phone, such as a smart watch, iPods, tablets, etc.

Policy:

Mount Beauty Secondary College understands that students may bring a personal mobile phone or other personal mobile devices to school, particularly if they are travelling independently to and from school.

At Mount Beauty Secondary College:

- Students who choose to bring mobile phones or other personal mobile devices to school must have them switched off and stored during school hours, in their bags, lockers or handed in to the Office for secure storage.
- From time to time, parents or carers may need to reach their child and they should do this by calling the school's office 03 5754 4005 and a message can then be given to the child.

Personal mobile phone use:

In accordance with the Department's [Mobile Phones – Student Use Policy](#) issued by the Minister for Education, personal mobile phone or other personal mobile devices must not be used at Mount Beauty Secondary College during school hours, including lunchtime and recess, unless an exception has been granted by the Principal or their nominee.

The Minister for Education introduced this Mobile Phone Policy in order to reduce:

- Disruption of the learning of others
- The sending of inappropriate, harassing or threatening messages or phone calls

- Engagement in inappropriate social media use, including cyber bullying
- Videoing or taking images of people, including students, teachers and members of the school community without their permission
- Videoing or taking images of people in the school toilets, changing rooms, swimming pools and gyms
- Illegal use during exams and assessments

Secure storage:

Mobile phones or other personal mobile devices owned by students at Mount Beauty 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 or other personal mobile devices to school unless there is a compelling reason to do so. **Please note: Mount Beauty 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 Department's and College's [Personal Property policy](#).

Where students bring a mobile phone or other personal mobile device to school, Mount Beauty Secondary College will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Mount Beauty Secondary College students are required to store their phones turned off and in their bags or lockers. For secure storage, the mobile phone or other personal mobile device needs to be handed in to the Office to be locked in the lock box.

Enforcement

Students who use their personal mobile phones inappropriately at Mount Beauty Secondary College may be issued with consequences consistent with our school's existing Student Wellbeing and Engagement and Bullying Prevention policies.

At Mount Beauty 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, or by the teacher for that class, in accordance with the Department's [Mobile Phones — Student Use Policy](#).

The three categories of exceptions allowed under the Department's [Mobile Phones — Student Use Policy](#) are:

1. Learning-related exceptions
2. Health and wellbeing-related exceptions
3. Exceptions related to managing risk when students are offsite

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

Enforcement:

A combination of negotiation and disciplinary measures will accompany any incident. Students who use their personal mobile phones or other personal mobile devices inappropriately at Mount Beauty Secondary College will be issued with the following consequences:

First Offence: Device handed to office, noted in Compass and student to collect at the end of the school day

Second Offence: Device handed to office, noted in Compass, phone call home, student to collect at end of the school day.

Third Offence: Device handed to office, noted in Compass, phone call home, student to collect at end of the school day. Student then required to hand device to Assistant Principal or nominee each school day for 1 week.

Continuous Offence: In-School suspension and negotiation with a parent/carer for the most positive outcome for the student.

Camps, excursions and extracurricular activities

Parents/carers and students will be provided with information about items that can or cannot be brought to camps, excursions, special activities and events, including personal mobile phones. Certain camps, excursions and extracurricular activities may allow students to use and keep a mobile phone on their person, however others will require any mobile phone or other personal mobile device to be handed in at the start or end of the activity. Mobile phones or other personal mobile devices handed in will be stored securely in a lock box, kept by the teacher in charge. Students needing to make a call can do so through the teacher in charge of the camp, excursion or extracurricular activity.

Exclusions:

This policy does not apply to

- Travelling to and from school
- Wearable devices eg. Smart watches
- iPads and all other personal devices
- Students undertaking workplace learning activities, e.g. work experience
- Students who are undertaking VET at a workplace, other than a school

Communication:

This policy will be communicated to our school community in the following ways:

- Available publicly on our school's website
- Included in staff induction processes and staff training
- Included in school newsletter
- Included in staff handbook/manual
- Discussed at annual staff briefings/meetings
- Included in transition and enrolment packs
- Discussed at parent information nights/sessions
- Hard copy available from school administration upon request

Related Policies and Resources:

[Mobile Phones – Student Use Policy](#)

Review Cycle:

This policy was last updated 20th September 2024 and is scheduled for review in September 2027.