



EMERALD SECONDARY COLLEGE

MOBILE PHONES POLICY

PURPOSE

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

SCOPE

This policy applies to:

1. All students at Emerald Secondary College and
2. Students' personal mobile phones including smartwatches etc.

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."

POLICY

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

At Emerald Secondary College:

- Students who choose to bring mobile phones to school must have them switched off and securely stored 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 Emerald 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 devices owned by students at Emerald 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 Emerald 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 Emerald Secondary College Personal Property Policy AND/OR the Department's [Personal Goods Policy](#).

Where students bring a mobile phone to school, Emerald Secondary College will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Emerald Secondary College students are required to store their phones in their lockers with a secure lock.

Enforcement

Students who use their personal mobile phones inappropriately at Emerald Secondary College may be issued with consequences consistent with our school's existing student engagement policies: Student Wellbeing and Engagement and/or Code of Conduct or Bullying policies.

At Emerald 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 must be applied for in writing to the Principal:

- 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 Policy](#).

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

1. Learning-related exceptions

| Specific exception | Documentation |
|---|--|
| For students for whom a reasonable adjustment to a learning program is needed because of a disability or learning difficulty. | Documentation from a psychologist must clearly state the specific need to use a mobile phone in classes. This must also be written clearly within the student's Individual Learning Plan to address a specific learning goal. If there is no clear link to a specific learning goal, students will not be permitted the use of a mobile phone. |

2. Health and wellbeing-related exceptions

| Specific exception | Documentation |
|-----------------------------------|---|
| Students with a health condition. | Documentation from a psychologist must clearly state the specific need to use a mobile phone in classes. This must also be written clearly within the student's Individual Health Support Plan. If there is no clear link to the Health Plan, students will not be permitted the use of a mobile phone. |

3. Exceptions related to managing risk when students are offsite

| Specific exception | Documentation |
|--|---|
| Travelling to and from excursions. | Student must seek written Principals permission to use a mobile phone for all camps, excursions and offsite activities. Decisions will be made based on the risk assessment planning documentation. |
| Students on excursions and camps. | |
| When students are offsite (not on school grounds) and unsupervised with parental permission. | |
| Students with a dual enrolment or who need to undertake intercampus travel. | |

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

In most circumstances, students will not be allowed to bring their mobile phones on overnight school camps or excursions. Emerald Secondary College will provide students and their parents and carers with information about items that can be brought to special activities and events, including mobile phones.

Exclusions

This policy does not apply to:

- Out-of-school-hours events.
- Travelling to and from school.
- Students undertaking workplace learning activities, e.g. work experience.
- Students who are undertaking VET.

RELATED POLICIES AND RESOURCES

- Student Wellbeing and Engagement, Code of Conduct, Personal Property, Bullying
- [Mobile Phones – Department Policy](#)
- [Ban, Search and Seize Harmful Items](#)
- [Personal Goods – Department policy](#)

REVIEW PERIOD

This policy was last updated on Nov 2019 and is scheduled for review on Nov 2022.