



### MOBILE PHONES – STUDENT USE

#### PURPOSE

To explain to our school community the Department's and Red Cliffs 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 Red Cliffs 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.

#### POLICY

Red Cliffs Secondary College understands that students may bring a personal mobile phone to school, particularly if they are travelling independently to and from school, however if there is no reason for the phone to be at school, Red Cliffs Secondary College recommends that it be left at home.

At Red Cliffs 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 Red Cliffs 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 phones owned by students at Red Cliffs 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 Red Cliffs 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 [Red Cliffs Secondary College's Personal Property Policy AND/OR the Department's [Personal Goods policy](#).]

# Red Cliffs Secondary College & FLO Connect Policy

Where students bring a mobile phone to school, Red Cliffs Secondary College will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Red Cliffs Secondary College students are required to store their phones either in their secured lockers or handed into the I.T. Office between 8.30 and 8.50.

## Enforcement

Students who use their personal mobile phones inappropriately at Red Cliffs Secondary College may be issued with consequences consistent with our school's existing Student Engagement and Wellbeing Policy.

At Red Cliffs Secondary College inappropriate use of mobile phones is **any use when at school**, 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, in accordance with the Department's [Mobile Phones Policy](#), will be considered on a case by case basis and will have a specific documented agreement.

The categories of exceptions are:

### 1. Health and wellbeing-related exceptions

Specific exception	Documentation
Students with a health condition	Student Health Support Plan
Students who are Young Carers	A localised student record

### 2. Exceptions related to managing risk when students are offsite

Specific exception	Documentation
Students on excursions and camps, if deemed appropriate by the camp organiser	Risk assessment planning documentation
When students are offsite (not on school grounds) and unsupervised with parental permission	Risk assessment planning documentation
Students with a dual enrolment or who need to undertake intercampus travel (i.e. Trade Training Centre courses, TAFE, etc.)	Risk assessment planning documentation

# Red Cliffs Secondary College & FLO Connect Policy

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**

Red Cliffs Secondary College will provide students and their parents and carers with information about items that can or cannot be brought to camps, excursions, special activities and events, including personal mobile phones.

## **Exclusions**

This policy does not apply to

- Out-of-school-hours events
- Travelling to and from school
- Wearable devices
- iPads and all other personal devices
- Students undertaking workplace learning activities, e.g. work experience, if appropriate
- Students who are undertaking VET courses off site, if appropriate

## **RELATED POLICIES AND RESOURCES**

- [Mobile Phones – Department Policy](#)
- [Ban, Search and Seize Harmful Items](#)
- [Personal Goods – Department policy](#)

## **REVIEW CYCLE AND EVALUATION**

This policy was last updated on December 9<sup>th</sup> 2019 and is scheduled for review in August 2022. It was ratified at College Council on Tuesday December 10<sup>th</sup> 2019.