



Mobile Phone Policy

Rationale

Yeoval Central School understands that mobile phones are an important part of many young people's daily lives and parents may require their children to have a phone for a variety of reasons including safety and ease of contact. When used appropriately in the school environment, mobile phones can be a useful learning tool. However, mobile phones have the potential to cause significant disruption to learning, safety and the efficient operation of the school. This policy outlines how mobile phones are to be used appropriately whilst at school.

This policy refers to mobile phones however, the term also incorporates the use of other electronic devices including, but not limited to, iPods, digital cameras and electronic games.

At no time may a primary student use a mobile phone. Staff are to follow the confiscation of mobile phone procedure when dealing with incidents of usage by primary students.

Electronic Devices in the Classroom

Students are required to have their electronic devices switched off or on silent and out of sight during lessons. They are permitted to use their devices in any class when directed by a teacher as part of an educational activity, for example to record interviews or undertake research. The use of a mobile phone will not be used as a reward for good student behaviour.

Mobile phones in examinations

Students are not permitted to have a mobile phone with them during an examination or assessment task. It is also a breach of BOSTES rules to bring a phone into an HSC Examination.

Inappropriate use of a phone

Any use of a mobile phone during class time, without teacher permission, is inappropriate. Examples of inappropriate phone use during class time include the:

- phone ringing or making noise
- checking of time
- answering or making of calls
- sending of a SMS or text message
- playing of games, video, media or music
- access of the internet, including social media
- audio recording, videoing or photographing of the teacher or students in the class.

Action if Mobile Phones are used inappropriately

If a teacher deems that a phone has been used inappropriately they are to follow the school behaviour management policy, with the follow options:

- Ask the student to put the phone in their pocket or bag
- Give the student a detention
- Confiscate the phone



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If the phone is used inappropriately during an examination/ assessment, the phone will be confiscated immediately and loss of marks may occur for the task.

If the phone is suspected to contain illegal content, it will be secured immediately for collection by the police.

Confiscation of Mobile Phones

If a teacher decides to confiscate a student's phone the following procedure will occur:

1. The teacher will request that the student hand them their mobile phone. If a student refuses to hand over their phone, the teacher will follow the school behaviour management policy.
2. The teacher will secure the phone in the safe in the school administration office, at the first available opportunity. They will also record it on the register, recording the student name, date and details of the phone.
3. Students can collect their phone after 3:20pm, from the front office. Students are to sign the register to confirm that they have collected their phone.

Theft or damage

Students bring their phones to school at their own risk. Yeoval Central School will not accept responsibility for any loss or damage of mobile phones whilst in a student's possession.

Parent/Caregiver Contact

Parents and caregivers are asked to be mindful of contacting their children during school time. If there is a need to contact children urgently, we request that parents phone the school administration office. In the event of a student becoming ill, it is imperative that they go to sick bay so that they may be provided with appropriate care. School staff will contact parents if required.

Policy created by: Helen Tremain Head Teacher

Endorsed by: Student Representative Council, Parents and Citizens Association, Executive Team

To be reviewed: July 2018