

PURPOSE

To explain to our school community the Department's and Sunshine College's policy requirements and expectations relating to students using mobile phones during school hours.

SCOPE

This policy applies to:

1. All students at Sunshine College and students' personal mobile phones 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

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

At Sunshine College:

- Students who choose to bring mobile phones to school must have them switched off and securely stored during school hours either in student lockers or in the admin office following the specific arrangements of each campus.
- 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 Sunshine College during school hours, including lunchtime and recess, unless an exception has been granted.

- Students who bring mobile phones to school must have them switched off at all times during school hours.
- Mobile phones must be placed in secure storage (lockers or office) prior to commencement of period 1.
- Students are not permitted to access their phones at any time during the day.
- 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

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 Sunshine 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 Sunshine 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.

Where students bring a mobile phone to school, Sunshine College will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. As Sunshine College is a multi-campus school, students are required to store their phones in student lockers or in storage box at the front office.

Enforcement

Students who do not use their personal mobile phones in accordance with the new policy may be issued with one or more of the following consequences.

1. The phone will be confiscated from the student for the day. The phone will be kept securely at the front office and may be collected at the end of the day.
2. Subsequent breaches, will result in the phone being confiscated by the school, parents will be contacted and required to come to the school to collect the phone.
3. With further infringements, disciplinary action will be taken in line with the DET guidelines, including, but not limited to, suspension.

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 Policy](#).

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

1. Learning-related exceptions

Specific exception	Documentation
For specific learning activities (class-based exception)	TBC

For students for whom a reasonable adjustment to a learning program is needed because of a disability or learning difficulty	Individual Learning Plan, Individual Education Plan.
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2. 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

3. Exceptions related to managing risk when students are offsite

Specific exception	Documentation
Travelling to and from excursions	Risk assessment planning documentation
Students on excursions and camps	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	Risk assessment planning documentation

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

Sunshine 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
- Students who are undertaking VET

REVIEW PERIOD

This policy was last updated on February 2020 and is scheduled for review on February 2022.