



Carwatha College P-12

MOBILE PHONES – STUDENT USE



Help for non-English speakers

If you need help to understand the information in this policy please contact
Carwatha P-12

PURPOSE

To explain to our school community the Department's and Carwatha College P-12'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 Carwatha P-12 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. 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 and blue tooth headphones/earbuds.

POLICY

Carwatha College P-12 understands that students may bring a personal mobile phone and other personal mobile devices to school, particularly if they are travelling independently to and from school.

At Carwatha College P-12

- Students who choose to bring mobile phones and other personal mobile devices 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 by students at Carwatha College P-12 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 Carwatha College P-12 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 Carwatha College P-12 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 [Personal Goods policy](#).

At Carwatha College students in P-6 are required to hand their phones in at the general office immediately when they arrive at school, where they will be stored in a locked cupboard for the day. Please note phones should be clearly named or easily identifiable. Students in years 7 -12 are required to store their phones in their lockers. Students are required to provide their own padlock in order to secure their locker.

Enforcement

- Students using their personal mobile phones inappropriately at Carwatha College P -12 will result in the mobile phone being confiscated. If the mobile phone is confiscated, it will be stored in the secure room in the general office. It can be signed out and collected at the end of the day. If a student refuses to hand over their phone when requested they will be issued with consequences consistent with our hierarchy of consequences.
- If a student repeatedly breaches this policy, his/her parent will be asked to collect the confiscated mobile phone.

At Carwatha College P-12 inappropriate use of mobile phones is **any use during school hours**, unless an exception has been granted. Inappropriate use is 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
- Any student who is feeling unwell at school and needs to go home must arrange this through the First Aid Attendant or school office. Under no circumstances may students use either mobile or pay phones to contact home and make arrangements to leave except through the School Office.

- Mobile phones are brought to and kept at school, and used if the student has an exemption, entirely at their owner’s risk. The school cannot accept any responsibility for theft, loss, damage or health effects (potential or actual) resulting from mobile phone use. Students and parents should recognise, however, that mobile phones are a target for theft and, accordingly, phones should always be stored in a safe and secure place.
- Parents and students should ensure that phones are properly and adequately insured as personal property.
- Students wishing to bring a mobile phone to school must sign a contract at the beginning of each year. Conditions relating to the use of mobile phones at school will be detailed in the contract. The contract needs to be endorsed by a parent/guardian.

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 Assistant Principal 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)	Indicated by teacher on Compass (After approval has been given by a PCO)
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 (After approval has been given by a PCO)

2. Health and wellbeing-related exceptions

Specific exception	Documentation
Students with a health condition	Student Health Support Plan (After approval has been given by a PCO)
Students who are Young Carers	A localised student record (After approval has been given by a PCO)

3. Exceptions related to managing risk when students are offsite

Specific exception	Documentation
Travelling to and from excursions	Risk assessment planning documentation and indicated on Compass (After approval has been given by a PCO)
Students on excursions and camps	Risk assessment planning documentation and indicated on Compass (After approval has been given by a PCO)
When students are offsite (not on school grounds) and unsupervised with parental permission	Risk assessment planning documentation and indicated on Compass (After approval has been given by a PCO)
Students with a dual enrolment or who need to undertake intercampus travel	Risk assessment planning documentation and indicated on Compass (After approval has been given by a PCO)

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

Carwatha College P-12 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 Care (OSHC)
- Out-of-school-hours events
- Travelling to and from school
- iPads, laptops and all other personal devices
- Students undertaking workplace learning activities, e.g. work experience
- Students who are undertaking VET

COMMUNICATION

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

- Available publicly on our school's website (or insert other online parent/carer/student communication method)
- Included in staff induction processes and staff training
- Included in staff handbook/manual
- Hard copy available from school administration upon request

RELATED POLICIES AND RESOURCES

- [Mobile Phones — Student Use Policy](#)

POLICY REVIEW AND APPROVAL

Policy last reviewed	October 2023
Consultation	School Council
Approved by	Principal
Next scheduled review date	October 2027