



Mobile Phone Policy

PURPOSE

To explain to our school community the Department's and Hopetoun P-12 College's policy requirements and expectations relating to students using mobile phones during school hours.

SCOPE

This policy applies to:

1. All students at Hopetoun P-12 College and,
2. Students' personal mobile phones brought onto school premises during school hours, including recess and lunchtime.

Exclusions

This policy does not apply to:

- Wearable devices (must be switched off/disconnected from mobile networks/internet if worn at school).
- Students travelling to and from school.
- Students undertaking workplace learning activities (e.g. work experience or SBA placements) are excluded from this policy but are expected to comply with any workplace policies.
- Students who are undertaking VET - this policy is not applicable to students undertaking VET offsite however they are expected to comply with a TAFE or RTO policies.

DEFINITIONS

A mobile phone is a telephone with access to a cellular (telecommunication) system, with or without a physical connection to a network. This does not include iPads or laptops used for study purposes.

POLICY

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

At Hopetoun P-12 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, students must not use personal mobile phones at Hopetoun P-12 College during school hours (8.30am-3.10pm), 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 only 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 Hopetoun P-12 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 Hopetoun P-12 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 Department's [Personal Goods policy](#).

Where students bring a mobile phone to school, Hopetoun P-12 College will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Hopetoun P-12 College students are required to store their phones in the approved mobile phone storage provided by the College.

Enforcement

Students who use their personal mobile phones inappropriately at Hopetoun P-12 College may be issued with consequences consistent with our school's existing Behaviour Management Plan and Student Engagement and Wellbeing Policy.

At Hopetoun P-12 College inappropriate use of mobile phones is **any use during school hours or during an approved school event**, 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, 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 required for this exclusion to apply:
For students for whom a reasonable adjustment to a learning program is needed because of a disability or learning difficulty	An approved Individual Learning Plan

2. Health and wellbeing-related exceptions

Specific exception	Documentation required for this exclusion to apply:
Students with a health condition	Student Health Support Plan
Students who are Young Carers	Specific documentation indicating the student is a Young Carer and require access to a mobile phone to fulfil their carer duties.

3. Exceptions related to managing risk when students are offsite

Specific exception	Documentation required for this exclusion to apply:
Travelling to and from excursions	Risk assessment planning documentation and notice to parents.
Students on excursions and camps	Risk assessment planning documentation and notice to parents.
When students are offsite (not on school grounds) and unsupervised with parental permission	Risk assessment planning documentation and notice to parents.
Students with a dual enrolment or who need to undertake intercampus travel	Risk assessment planning documentation and notice to parents.

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

Hopetoun P-12 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.

RELATED POLICIES AND RESOURCES

- Behaviour Management Plan
- Student Engagement and Wellbeing Policy
- Bullying Prevention Policy
- [Mobile Phones – Department Policy](#)
- [Ban, Search and Seize Harmful Items](#)
- [Personal Goods – Department policy](#)

CONSULTATION

Staff - October; November 2019

Students – 7/11/2019

Policy Committee – 6/11/2019

School Council – 11/12/2019

REVIEW PERIOD

This policy was last approved by School Council on 11 December 2019 and is scheduled for review in 2020.