

Mobile Phones

Document Version: 4

Date ratified by School Council: 30/05/2019

Document status: Published

Review By: October 2020

Rationale To explain to our school community Collingwood College policy requirements, and expectations regarding the safe and appropriate use of mobile phones by students, at school or during school activities.

Scope

This policy applies to all students at Collingwood College

Policy

Collingwood College staff and community are aware of the growing body of research that suggests that academic performance and success has shown improvement in schools where mobile phones are banned. Further research and development in this area will be used to monitor and review our Mobile Phone and Electronic Portable Device Policy

Collingwood College understands that students may bring a mobile phone to school, particularly if they are travelling independently to and from school or to extra-curricular activities.

During school hours, mobile phones must be:

- switched off, and locked securely in the student's locker.
- Or handed to class teacher (in primary school) or home group teacher for some secondary classes

Students are **not permitted** to access their mobile phones **during lunchtime and recess**, unless authorised by a supervising teacher e.g. where a parent has requested through contact with the teacher or leader that the student is permitted to check messages because of changes to after school arrangements or other significant family issues. Teachers, particularly those of senior year's classes may direct that phones may be used for e-learning or other learning activities. Students are not to use phones or ear phones during lessons unless specifically permitted by the teacher.

Mobile phone use

Mobile phones must not be used:

- during class or assemblies or 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 and gym.

Students who use their mobile phone inappropriately at school may be issued with consequences consistent with our school's *Student Wellbeing and Engagement* and/or *Bullying* policies.

In some circumstances, students' mobile phones may be confiscated and stored securely in staff offices.

Insurance

Students are responsible for their mobile phone. Please note that Collingwood College does not have accident insurance for accidental property damage. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items, including mobile phones that may be brought to school. Students are responsible for items brought to school.

Camps and excursions

In most circumstances, students will not be allowed to bring their mobile phones on overnight school camps or excursions. Collingwood College will provide students and their parents and carers with information about items that can be brought to special activities and events, including mobile phones.

Resources

- *Student Wellbeing and Engagement* and *Internet and Social Media* policies].
- School Policy and Advisory Guide: [Students Using Mobile Phone](#)

Revision History

VERSION	DATE	AUTHOR(S)	CHANGES
1	2018	Judith Clelland	
2	2019	Judith Clelland	