



## Mobile Phone & other electronic devices Policy

### Rationale & Background

The school values are *Respect, Endeavour, Achievement* and *Pride*. In reinforcing these values, we acknowledge the use of mobile devices in educational settings. Yarra Hills Secondary College understands there is an increased ownership of mobile phones and other electronic devices amongst students. Yarra Hills also respects that parents provide their children with mobile phones for personal communication and additional safety particularly in relation to commuting to and from school. However it is essential that all students are responsible in the use of their mobile phones and other electronic devices.

This policy is designed to identify and address any potential issues that may arise so that all students understand their responsibility in using such devices.

### Definition of other electronic devices

When referring to mobile devices, this also includes electronic games, electronic toys, MP3 players, iPods, digital cameras and mobile phones.

### Guidelines

All students have the right to learn in an uninterrupted environment just as teachers have the right to teach free from interruptions. Therefore:

- Mobiles should **not be seen and not heard** throughout the school day including recess and lunchtime. This means that all these devices should be on silent or turned off.
- Students may not use mobiles to make calls, send text messages, surf the net, take photos/audio/footage or any other application unless express permission by staff is given.
- Under teacher direction, mobile devices may be permitted to be used for appropriate educational purposes. This permission is granted only for the duration of that teacher's supervision and does not extend outside of this.
- Mobiles are not permitted into rooms where assessment or examination is taking place under any circumstances
- Students are expected to keep all mobile devices stored securely throughout the school day
- Mobile devices may not be used to harass others in the form of taking photos/audio/footage or sending messages relating to members of the school community

### Additionally

- Students bring these mobile devices to school at their own risk. Yarra Hills Secondary College accepts no responsibility for lost, stolen or damaged mobile devices including whilst traveling to and from school.
- Students are advised that ALL contact between parents and students during school hours must be via the general office
- Yarra Hills Secondary College has the right to request access to electronic data where the school deems that data may be inappropriate

## **Consequences**

Breaching any of the above guidelines will incur the following consequences:

- 1.** If the mobile device is seen, heard or used for a first time, the phone will be confiscated by the teacher and handed back to the student at the end of the lesson. Parents are contacted
- 2.** If the device is seen or heard a second time, the phone will be confiscated and handed into the office. Students may collect their device at the end of the school day. Parents are contacted.
- 3.** Breaching this policy a third time will also carry an after school detention as a consequence. Parents are contacted and will be required to attend to pick up the device.
- 4.** A fourth offence will carry an internal suspension for “failing to follow a clear instruction” Parents are contacted and will be required to attend to pick up the device.
- 5.** Any evidence whereby students have used their mobile devices for bullying and harassment will be dealt with according to the Bullying and Harassment Policy