



POLICY

Mobile Phone Use

Purpose

To explain to our school community, the Department's and Lyndale Secondary College's policy requirements and expectations relating to students using mobile phones and other personal mobile devices during school hours.

Scope

This policy applies to:

All students at Lyndale Secondary College and, students' personal mobile phones and other personal mobile devices whilst on school grounds/during school sanctioned activities.

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.

Policy

Lyndale Secondary College understands that students may bring a personal mobile phone to school, particularly if they are travelling independently to and from school. At Lyndale Secondary College students who choose to bring mobile phones to school must have them switched off and stored in their lockers during school hours. Parents/Guardians should contact their children 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, under Section 5.2.1 (2b) of the Education and Training Reform Act 2006 *"personal mobile phones must not be used at Lyndale Secondary College during school hours, including lunchtime and recess, unless an exception has been granted in writing by the College Principal"*.

Where a student has been granted an exception, the student must use their mobile phone for the sole purpose for which the exception was granted, and in a safe, ethical and responsible manner.

Students who use their personal mobile phones inappropriately at Lyndale Secondary College may be issued with consequences consistent with our school's existing Student Engagement and Inclusion Policy.

At Lyndale Secondary College, inappropriate use of mobile phones, is any use during school hours, unless an exception has been granted in writing by the Principal, 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

Mobile phones and any device that may connect to or have a similar functionality to a mobile phone such as smart watches and headphones will be confiscated by staff members who observes them being used without authorisation. Once a device is confiscated it will be securely stored at the front office until claimed by the student's parent/guardian. All confiscations will be recorded on Student Chronicles on Compass.

Storage

Mobile phones and devices owned by students at Lyndale Secondary College are considered valuable items and are brought to school at the owner's (student's or parent and guardians) risk. Students are encouraged not to bring a mobile phone to school unless there is a compelling reason to do so. Please note that Lyndale Secondary College does not have accident insurance for accidental property damage or theft. Students and their parents and guardians are encouraged to obtain appropriate insurance for valuable items.

Where students bring a mobile phone to school, Lyndale Secondary College will provide secure storage if they are submitted to the front office. Phones that are not submitted to the front office must be turned off and kept in student lockers.

Exceptions

Exceptions to the policy can only be granted by the principal, in accordance with the Department's Mobile Phones Policy on health and wellbeing related ground(s) - health plan must be submitted with application to the College's Principal for consideration.

Where an exception is granted, the student can only use the mobile phone for the purpose for which it was granted.

For more information on exceptions please go to education.vic.gov.au Student Use of Mobile Phones policy.

Camps, excursions and extracurricular activities

Lyndale Secondary College will provide students and their parents and guardians 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, immersion
- Students who are undertaking VET

RELATED POLICIES AND RESOURCES

- Student Engagement and Incursion Policy
- Bullying Prevention Policy
- Personal Accident and Insurance Policy
- Mobile Phones in schools – for parents <https://www.education.vic.gov.au/parents/going-to-school/Pages/Mobile-phones-in-schools.aspx>
- Students using mobile phones <https://www.education.vic.gov.au/school/principals/spag/safety/pages/mobilephones.aspx>
- Photographing and Filming Students <https://www.education.vic.gov.au/school/principals/spag/safety/Pages/photoandfilm.aspx>
- Acceptable use of electronic devices in assessments <https://www.education.vic.gov.au/school/principals/spag/safety/pages/mobilephones.aspx>

FOR FURTHER INFORMATION SEE DET:

- Bullying <https://www.education.vic.gov.au/school/principals/spag/safety/Pages/bullying.aspx>

Endorsed Date: 5th May 2023
Date of next review: May 2026