

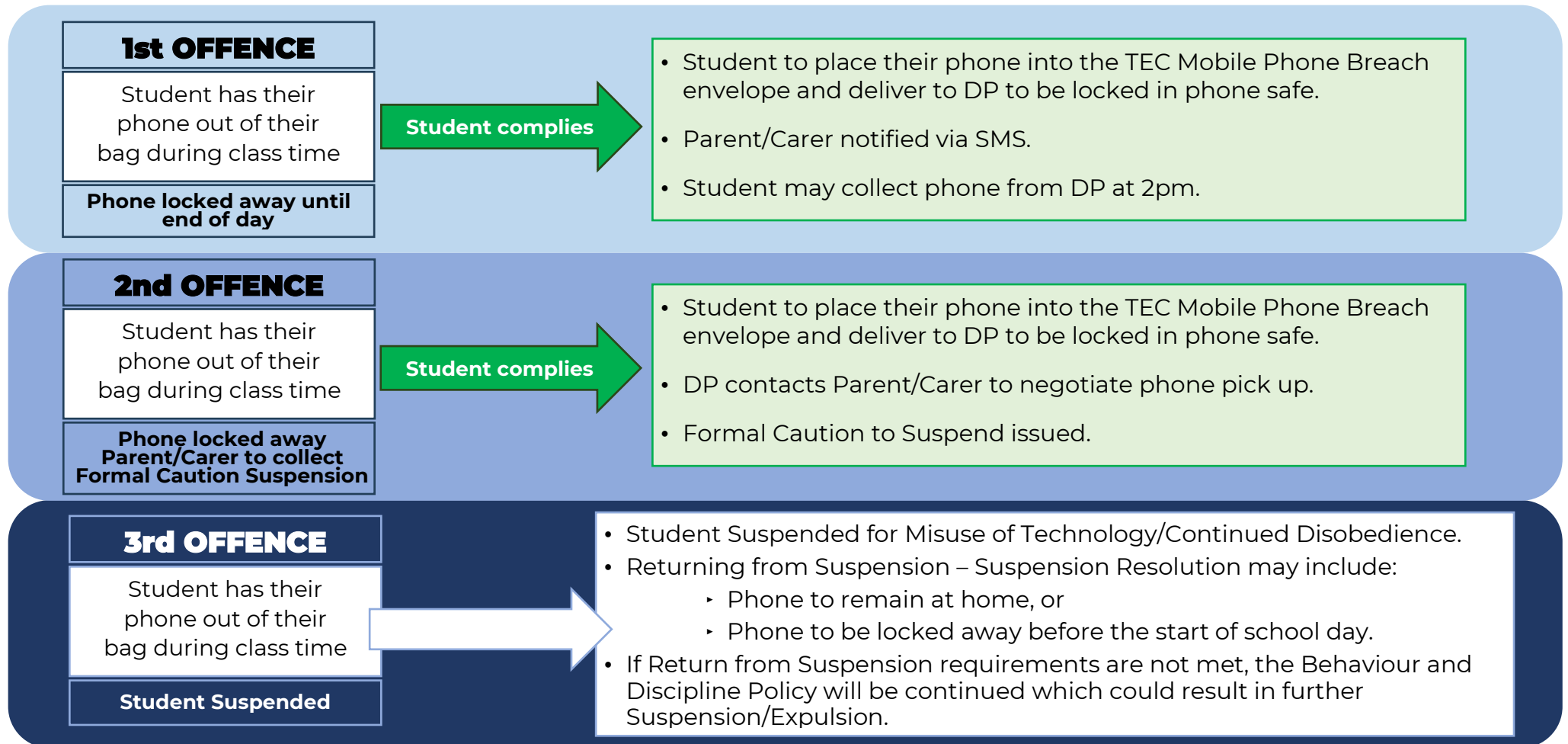


## Students may not use mobile phones and connected devices during class time

Unless directed by a teacher for the purpose of a learning activity.

## Phones are to be 'off and away' in their school bag during class time

This rule extends to all school excursions, assemblies, detentions and other events at the school or offsite, where an approved school activity takes place, unless otherwise advised.



If a student does not comply with instructions, the DP will implement the Behaviour and Discipline Policy.

*\*NOTE: All students have the option to elect to store their mobile phone in the school safe for the duration of the day.*

## Student Questions

**1. What if I don't possess a mobile phone or have not brought it to school that day?**

*There is no requirement to bring a mobile phone to school.*

**2. Can I use my phone before and after the school day?**

*If you are not using your phone for learning, work responsibilities or to contact a caregiver, all mobile phones and connected devices should be switched off or placed in airplane mode, and stowed away as specified in the school's mobile phone strategy.*

**3. What if I need to contact my parent/carer during the school day?**

*As always, in an emergency, you will always be able to call home through the school office. At break times you can contact parent/carers if needed.*

**4. What if my parent/carer needs to contact me in the event of an emergency?**

*In the case of an emergency, your parent/carer can contact the school via the front office using the school's number published on the website. A message will then be passed on to you by your teacher, if required. Parents could send you a message that you can access at break times. If your phone is taken off you as you did not adhere to the policy a text message will be sent to them so they are aware you do not have your phone and they will need to contact the front office if they need to contact you.*

**5. What if I have a medical condition that requires me to use my phone to record or monitor medical information?**

*If you require the use of a mobile phone for a medical, or other reasons, and have medical documentation you might be granted an exemption. The details of any exemption will be added to your personalised learning support plan. You, your teachers and parents/carers will be made aware of this exemption.*

**6. How do I know if I am allowed to use my phone for medical reasons?**

*You will be officially informed by the school about the full details of any exemption granted and the terms of use for that exemption.*

**7. What if the school goes into lockdown or lockout?**

*In the case of a lockout or lockdown, the school will make your parents or carers aware of the situation, if required. If needed, your parents can also contact the school via the front office using the school's contact information available on the website.*

**8. I use my phone to purchase food from the canteen or buy uniform items.**

*Students are encouraged to bring their physical EFTPOS/debit cards to school with them to enable cashless transactions. Alternative payment methods may be available, and these will be communicated to you and your parents/carers.*

**9. Can I bring my laptop or iPad to school?**

*Yes, this plan only covers personal mobile phones. iPads and personal computers used for learning in the classroom are not included.*

**10. I have a job. How can my employer contact me about work shifts?**

*Students should alert their employers about the school's mobile phone strategy and advise that they may not see any messages the employer sends until after school or break time. Alternative methods of contacts such as email could also be used.*

**3. What if a student with a medical condition requires their phone to record medical information?**

*If your child has special medical requirements, you may apply for an exemption and varied terms of use or arrange a meeting with the school executive to discuss the best options for your child.*

**4. How do I arrange permission for my child to use their phone for medical reasons?**

*You will be able to make a request for an exemption. If appropriate, a personalised plan for usage will be developed. It will take into account their medical needs and set the terms and conditions for phone use, that incorporate school guidelines.*

**5. What if the school goes into lockdown or lockout?**

*In the case of a lockout or lockdown, attempts will be made to inform parents. You can also contact the school via the front office using the school's contact information available on the website.*

**6. What happens with mobile phones on excursions?**

*Excursions are considered class learning time so mobile phones are not permitted to be used during school excursions taking place during school hours (unless instructed by a teacher for a learning activity). If the excursion is overnight or over a number of days and nights, special information will be provided to you via the teacher organising the excursion around the parameters of phone usage from students.*

**7. What happens with mobile phones during sport?**

*Exemptions may apply for sporting activities that are held off school grounds. If this is the case, information will be included in the sports activity information and permission form. Otherwise, sporting activities will be considered part of the normal school day.*

**8. How will the school manage the administration of parent enquiries?**

*Schools will connect with parents in the usual ways and can be contacted anytime via the front office.*

**9. Can students access their phones during private study or minimally supervised periods?**

*Students will not be permitted to access their phones during class times. If Year 12 students are in the library and using their phone for a learning activity the teacher librarian may allow the use. Laptops are able to be borrowed from the library to assist with study.*

**10. What if my child needs to purchase food at the canteen?**

*Students are encouraged to bring their physical EFTPOS/debit cards to school with them to enable cashless transactions. Alternative payment methods such as cash are available.*

**11. What if my child needs to use their phone for classwork?**

*Students will generally not be using their phone for classwork. The school has access to a range of other digital devices that are more suitable and conducive to student learning. There may be some times that the teacher requests students to use their phone for a learning activity. On the completion of the learning activity phones should be turned off and put away as per the school policy.*

**12. What happens if my child is in sick bay and the school has arranged a parent to pick them up?**

*Students in sick bay are constantly monitored and communicated with. Please contact the front office.*

**13. Will the school send a message to my child if I need to contact them?**

*Messages from parents to students will be passed on as usual.*

**14. Will my child be allowed to call me?**

*Students will be allowed to call you for urgent situations. If they need to urgently call home, they must advise their teacher, who will work with the front office, to contact a parent/carer if required. Students can contact parents if needed at break times on their own device.*

**15. Can students use laptops during breaks?**

*Yes, this plan only covers personal mobile phones. iPads and personal computers used for learning in the classroom are not included.*

**16. What if my child chooses to leave their phone at home?**

*There is no requirement to bring a mobile phone or related accessories to school. Students may also choose to ask a Deputy to lock their phones up to store securely during the day so they are not tempted to use their phone.*

## Parent Questions

**1. What if a student does not comply with the mobile phone plan and accesses it at during the school day?**

*Students will be made aware of all the new school rules ahead of Term 4 and will be required to comply with them. As with all school rules, student refusal will result in appropriate action being taken, in accordance with the school's behaviour code/policy.*

**2. What if a student needs to make an urgent phone call home?**

*Students will be allowed to call home via the front office in arrangement with teaching staff and school administration support staff. Students also can make urgent calls at break times.*