

CONCORD SCHOOL POLICY

MOBILE PHONES – STUDENT USE

RATIONALE

Mobile phones and portable communication technology (PCT) are important modern day communication tools, however they can easily be improperly used, lost or damaged and must therefore be effectively managed. The use of mobile phones and PCT in class can be disruptive to the learning environment of students.

PURPOSE

To explain to our school community the Department of Education's and Concord School's policy requirements and expectations relating to students using mobile phones and other PCT devices such as smart watches, during school hours.

SCOPE

This policy applies to:

- All students at Concord School and
- Students' personal mobile phones and other PCT devices during school hours, including recess and lunchtime.

DEFINITIONS

A mobile phone is a telephone with access to a cellular (telecommunication) system, with or without a physical connection to a network. "Mobile phone" in this policy refers to any device that may connect to cellular system or have a similar functionality to a mobile phone such as a smart watch.

POLICY

Concord School understands that students may bring a personal mobile phone to school, particularly if they are travelling independently to and from school.

At Concord School:

- 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 DET's Students Using [Mobile Phones policy](#) issued by the Minister for Education, personal mobile phones must not be used at Concord School during school hours, 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 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 Concord School 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.

Concord School 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.

Where students bring a mobile phone to school, Concord School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so.

At Concord School students up to and including year 10 are required to store their phones in a secure lockbox managed by a member of staff in each classroom. This includes while students are at Specialists or at other times when they may away from their own classroom. Year 11-12 students can store their phone in their own locker.

Enforcement

At Concord School inappropriate use of mobile phones is **any use during school hours**, 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

Concord School will ensure students, carers and/or parents are informed about this policy. Appropriate sanctions, including detention or a loss of school-based privileges may be given for breaches of this policy. This includes if students refuse to relinquish their phones at school.

Consistent with Ministerial Order 1125, suspensions are to be reserved for serious misuses of a mobile phone in schools. Reporting of some incidents involving mobile phones to a relevant authority may be necessary under the Department's Reporting and Managing Emergencies and Incidents policy.

Exceptions

Exceptions to this 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, assistant principal, or by the section leader, in accordance with the Department's [Mobile Phones — Student Use Policy](#).

The three categories of exceptions allowed under the DET's Students Using [Mobile Phones policy](#) are:

1. Learning-related exceptions

- For specific learning activities (class-based exception)
- For students for whom a reasonable adjustment to a learning program is needed because of a disability or learning difficulty

2. Health and wellbeing-related exceptions

- Students with a health condition

3. Exceptions related to managing risk when students are offsite

- Travelling to and from excursions
- Students on excursions and camps

- When students are offsite (not on school grounds) and unsupervised with parental permission
- Students with a dual enrolment or who need to undertake intercampus travel.

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

Concord School 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.

Exclusions

This policy does not apply to

- Out-of-School-Hours Care (OSHC)
- Out-of-school-hours events
- travelling to and from school
- other personal devices such as music only devices
- students undertaking workplace learning activities such as work experience
- students who are undertaking VET

RELATED POLICIES AND RESOURCES

- Student Wellbeing and Engagement policy – Concord School
- DET Policy: [Mobile Phones – Student Use Policy](#)

REVIEW CYCLE

This policy was last updated in November 2022 and is scheduled for review in November 2025.