



St Clair High School

Student Mobile Phone/Electronic Device Policy

St Clair High School recognises that there are times when it is appropriate and useful for students to have access to a mobile phone/electronic device or similar electronic device – for example, to contact parents in emergencies or to confirm or change a collection time after school. It is not necessary, nor acceptable, however, for mobile phone/electronic devices to be switched on or used during lessons, meeting times, and/or in any other learning environment.

When a student is on the school premises, parents and students should communicate via the school's phone (9670 6700). The office is pleased to pass messages to students and may allow students to make calls to their parents with the permission of senior executive staff. The reason for this protocol is because when your child is on the school's premises, the staff are responsible for their safety and whereabouts. Unknown communication between parents and students via mobile phone/electronic devices may lead to situations where this responsibility is compromised.

Students and parents are reminded that students bring mobile phones/electronic devices to school at their own risk – schools will not accept any responsibility for loss or damage to mobile phones. (NSW DoE Policy)

Inappropriate mobile phone/electronic device use occurs when it:

- Disrupts or is likely to disrupt the learning environment
- Interferes with the operation of the school
- Threatens or is likely to threaten the safety or well-being of any person
- Is in breach of any law, including photography without permission of those being filmed.

Inappropriate use of mobile phone/electronic devices may also include students using them to bully, intimidate or otherwise harass other people through any voice call, text message, photographic, video or other data transfer system available on the phone.

We seek to incorporate a balanced view for mobile phone/electronic device use while engaged in school and school-based activities.

At St Clair High School, we expect:

- Courtesy, consideration of, and respect for others.
- When Mobile phone/Electronic Devices are brought to school, they are used entirely at the owner's risk. The School cannot accept any responsibility for theft, loss, damage or health effects (potential or actual) resulting from mobile phone/electronic device use. Phones/Electronic device should always be stored in a safe and secure place when not in the classroom.
- Parents and students to respect the learning environment. Mobile phone/electronic devices must be switched off during lessons, assemblies, meeting times, private study times and during examinations. They should not be used in any manner or place that is disruptive to the normal routines of the School or to other people. This includes the sending and receiving of text messages or data.

- When in a classroom, assembly, meeting, or learning environment, students store their (switched off) mobile phone/electronic device in their bag to minimise disruption to the learning environment.
- These guidelines to be followed during field trips, detentions, excursions or other supervised activities.
- Students to be responsible for their own device. Students must never lend a phone to another student for calls, text messaging or for use as a camera or video recording device. The student who owns the phone will be held responsible for its use.

The following consequences apply to policy breaches: (see attached flowchart)

- The student will be warned and asked to turn the phone off and store in their bag, as per SCHS Mobile phone/Electronic Device Policy, or placed in the class mobile phone/electronic device storage box (MSB).
- Following a second siting of student with mobile phone/electronic device, student is to place mobile phone/electronic device in the MSB where it is secured until the end of the lesson. *(NB: Student to sign phone in registering make and model)*
- The phone/device will be signed out to the student at the end of the lesson.
- Should the student incur a second phone confiscation, the teacher will contact the parent.
- More serious offences will be managed under the St Clair High School Discipline Policy.

Introduction and Reinforcement of Mobile phone/electronic device Policy

- Teachers will discuss this policy with students during Mentoring/Homeroom, at assemblies and in classrooms.
- When inappropriate use occurs, it will be dealt with in terms of this policy.
- The community will be made aware of the policy on the school's website and when students are inducted to the school.
- The policy will be published in the handbook given to all new enrolments.