

MOBILE PHONES

PURPOSE

To explain to our school community Port Phillip Specialist School's policy requirements, and expectations regarding the safe and appropriate use of mobile phones by students, at school or during school activities.

SCOPE

This policy applies to all students at Port Phillip Specialist School.

POLICY

Port Phillip Specialist School understands that students may bring a mobile phone to school, particularly if they are travelling independently to and from school or to extra-curricular activities.

During school hours, mobile phones must be:

- switched off, and carried on the student's person, or
- locked securely in the student's bag

Students are permitted to access their mobile phones during lunchtime and recess only, unless otherwise authorised by a supervising teacher e.g. where phones may be used for e-learning or other learning activities.

Mobile phone use

Mobile phones must not be used:

- during class or assemblies or in any way that disrupts the learning of others
- to send inappropriate, harassing or threatening messages or phone calls
- to engage in or upload 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 and gym.

Students who use their mobile phone inappropriately at school may be issued with consequences consistent with our school's *Student Wellbeing and Engagement* and/or *Bullying* policies.

In some circumstances, students' mobile phones may be confiscated and stored securely at the office.

Insurance

Students are responsible for their mobile phone. Please note that the Port Phillip Specialist School does not have accident insurance for accidental property damage. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items, including mobile phones that may be brought to school. Students are responsible for items brought to school.

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Camps and excursions

In most circumstances, students will not be allowed to bring their mobile phones on overnight school camps or excursions. Port Phillip Specialist School will provide students and their parents and carers with information about items that can be brought to special activities and events, including mobile phones.

RELATED POLICIES AND RESOURCES

- *Student Wellbeing and Engagement* and *Internet and Social Media* policies
- School Policy and Advisory Guide: [Students Using Mobile Phones](#)

REVIEW PERIOD

This policy was last updated on August 2018 and is scheduled for review on August 2020

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