



**Morialta  
Secondary  
College**

# **Mobile Phone Policy**



# Morialta Secondary College

*Always flowing. Ever forward. Belong, achieve, become*

## Purpose

This policy provides direction to students, staff, and families about managing student mobile phones and other digital devices that students choose to bring to the college. Digital devices include, but are not limited to, smartwatches, tablets or laptops that are not part of the college ICT program.

This policy applies while students are at school or attending an authorised school activity such as an excursion, during school hours.

## Mobile phone use for secondary school students

Our college recognises that there are legitimate reasons for students to bring a mobile phone or personal device to and from school. This may include:

- to support safety and communication while travelling to and from school
- so that parents can contact their child outside of school hours
- to use in place of credit/debit cards for purchases from the school café/canteen.

To assist our learning and cyber safe environment, mobile phones must be stored securely in lockers at the start of the school day and not taken to lessons, or to designated study or supervision areas. Students are to store their phones upon arrival to school in their personal locker and collect at the end of each school day.

The college has an iPad program which supports students and teachers to have access to the benefits of mobile technology (camera, film, educational apps). Student iPads are set up with a school Apple ID enabling a controlled digital environment.

Break times at the college are screen free (no iPads or personal devices) unless required for a specific student activity supervised by a teacher. Mobile phones are to remain in lockers during break times, unless being used to make a purchase from the café/canteen. If a student does use their phone to make a purchase from the café/canteen, they must return it to their locker following purchase.

## Storage of personal devices

All students are allocated an individual locker at the beginning of the school year. Families must supply a suitable padlock to ensure that this locker is secured throughout the day. Mobile phones must be stored in lockers before the start of the day and retrieved at the end of the day (except for the purchase of food from the canteen).

## Misuse of mobile phones

If a student does not comply with this policy the following will occur:

- A student will be asked to take their mobile phone to student services where it will be stored securely for the remainder of the day. The student will be provided with a receipt to show that this has occurred.
- Students may collect their mobile phone at the conclusion of the school day.
- For repeated breaches, the application of Behaviour support policy and procedures will occur.

## Roles and responsibilities

Principal/Delegate

Make sure:

- this policy is clearly communicated and accessible to all students, staff, and families
- there is a process for regular review of the policy
- individual lockers that the college provides for students to store their belongings are appropriately secure (padlocks are to be provided by families for their students)
- secure storage is provided for student personal devices that are handed in to school staff and in processes are in place for monitoring internet and school network use by all members of the school community.



- maintain the college's policy and responses to instances of non-compliance.
- report and respond to incidents of inappropriate use of personal devices in line with department policy and procedures and any legislative requirements.
- Consider requests for exemptions from the college policy from parents, adult, or independent students on a case-by-case basis. Make sure that approved exemptions are documented, and that relevant staff are informed about student exemptions.
- Model appropriate use of mobile phones and support families to understand the importance of promoting safe, responsible, and respectful use of mobile phones to their children.

### **School staff**

- Deliver learning opportunities and maintain a safe and productive learning environment. Take steps to minimise distractions from the non-educational use of personal devices in the learning environment.
- Respond to instances of non-compliance in line with the college's policy.
- Report and respond to incidents of inappropriate use of personal devices in line with department policy and procedures and any legislative requirements.
- Make sure that any student personal devices handed in for their care are stored in a secure location (Student Services) and are returned to the student (or their parent).
- Model appropriate use of mobile phones and support families to understand the importance of promoting safe, responsible, and respectful use of mobile phones to their children.

### **Students**

- Comply with the requirements of the college's policy and follow all reasonable directions from the principal, leaders, teachers, and school staff.
- If permitted to use a mobile phone or personal device in line with this policy, do so in a safe, responsible, and respectful way and support peers to do the same.
- Communicate respectfully with others and do not use a mobile phone or other personal device to bully, harass or threaten another person.
- Respect the rights of others to privacy and do not take photos, film, or audio records of other people without their knowledge or permission.

### **Parents**

- Support the implementation of the school's policy, including the consequences for non-compliance with the policy.
- Use the school's formal communication channels in all instances to communicate with the school (including where a student requires early collection from school). Encourage their child to always report to a school staff member in the first instance if they become unwell or experience an issue at school.
- Recognise the important role they play in supporting their child to use their mobile phone (or other personal device) in a safe, responsible and respectful way.

Review date 09 August 2022  
Next review date August 2024

