

## Mobile Phone Policy

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*Alphington Grammar School has put considerable thought into the role that technology can and should play within the school day.*

*The School embraces beneficial technology in countless ways, which is why we have introduced a laptop program. However, to help protect their wellbeing and academic progress, students in Years 7-11 are not permitted to use their mobile phones at all during school hours.*

***The following Policy applies to Year 7, 8, 9, 10 and 11 students only. Year 12 students are allowed access to their mobile phones throughout the school day, but must use them responsibly, and should not allow this privilege to affect their studies.***

*While mobile phones are not permitted during school hours, the School recognises that Parents/Parent Liaison may want their children to have their mobile phones with them when travelling to and home from school. The Policy recognises this preference for safety purposes.*

*Given that young people are very attached to their mobile phones, the School will continue to facilitate workshops that teach responsible and healthy usage. However, the School cannot take responsibility for the communication students have on their mobile phones (via calls, texts and social media) outside of school hours. We recommend that Parents/Parent Liaison monitor their child's/children's mobile phone usage, as misuse can have extremely detrimental effects on the health and wellbeing of young people.*

### **1. Purpose:**

- 1.1. The purpose of this policy is to provide students, Parents/Parent Liaison and staff of Alphington Grammar School with guidelines regarding expectations surrounding mobile phones.

### **2. Expectations:**

- 2.1. Mobile phones are not to be used, seen or heard from the time students arrive at school until the end of classes at 3.35pm if students are not attending any clubs after school. If students are attending after school clubs, their phones must remain locked in their lockers until they are leaving the premises.
- 2.2. Mobile phones should be switched off or turned to silent and locked in lockers during these times.
- 2.3. Additionally, mobile phones are banned from school camps and Australian Gateways experiences. A contact number will be provided to Parents/Parent Liaison for these events, for urgent use only.
- 2.4. In case of emergency during the school day, Parents/Parent Liaison can contact their children by phoning School Administration.
- 2.5. Students who choose to bring mobile phones to school do so at their own risk. They are responsible for locking their phones securely in their lockers. Alphington Grammar School accepts no responsibility for the security of said mobile phones.

### **3. Procedures and Sanctions:**

- 3.1. If a student is found with their mobile phone during the school day, at Homework Club, on a school event, on an excursion or during/in transit to Sport, the following will occur:
  - **Indiscretion 1** - The staff member will confiscate the phone and it will be stored securely at School Administration until the end of the school day;
  - **Indiscretion 2** - The staff member will confiscate the phone and it will be stored securely at School Administration until the end of the school day. The student will also be issued with an After School Detention; and



- **Indiscretion 3** - The staff member will confiscate the phone and it will be stored securely at School Administration until the end of the school day. At this point, the Head of House or Year 7 Coordinator will need to set up a meeting with a Parent/Parent Liaison to discuss the issue.
- 3.2. Lead pastoral staff will return confiscated phones at School Administration at the end of each school day between 3.40 and 3.50pm. Students will need to be punctual in collecting their phones.
  - 3.3. If a student is found with a mobile phone on Year 7 camp, their Parents/Parent Liaison will be contacted to come and collect their child from camp.
  - 3.4. If a student is found with a mobile phone on any other camp or Australian Gateways experience, it will be confiscated for the duration of the trip.
  - 3.5. It should be noted that it is a criminal offence to use mobile phones (or any technology) to threaten, harass, or invade a person's privacy. The School's Behaviour for Learning Policy outlines the sanctions for specific behaviours (e.g. taking a photograph or video of a member of the school community without permission; misuse of social media). Serious consequences, including suspension, will ensue in such situations, and this may include involving the relevant external authorities.

#### **4. Related Documents:**

- 4.1. AGS Acceptable IT Use Policy.
- 4.2. AGS Behaviour for Learning Policy.