



**FAIRHILLS**  
HIGH SCHOOL  
KNOX

# STUDENT MOBILE PHONE USE POLICY

<b>Policy No: ES8</b>		<b>Version No: 1.1</b>	
<b>Ratified: June 2020</b>	<b>Review Cycle: 4 year</b>	<b>Last Review: June 24</b>	
<b>Policy Owner: Assistant Principal Wellbeing</b>		<b>Approver: Principal</b>	

## PURPOSE

To explain to our school community the Department's and Fairhills' policy requirements and expectations relating to students using mobile phones and earphones/earbuds during school hours.

## SCOPE

This policy applies to:

1. All students at Fairhills High School and,
2. Students' personal mobile phones and earphones brought onto school premises 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. For the purpose of this policy, "mobile phone" refers to mobile phones and any device that may connect to or have a similar functionality to a mobile phone such as smart watches.

## POLICY

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

At Fairhills High School:

- Students who choose to bring mobile phones to school are required to have them switched off and securely stored in their Lockers during school hours (8.40am to 3.07pm)
- Exceptions to this policy may be applied if certain conditions are met (see below for further information)
- When urgent contact is necessary, parents or carers are able to reach their child by calling the school office (97585022) any time during the school day. Non-urgent contact can be achieved by sending a text message which the student can read when they switch their phone on at the end of the day (3.07pm).
- Student learning is not disadvantaged by this rule as clocks are provided in most room and all students can access the internet during class time using their laptop computers which all students are expected to bring to all classes.

## IMPLEMENTATION GUIDELINES

Detailed implementation guidelines are developed by the staff through the established consultative committee process. These are developed within the parameters of the Council policy and can be changed as circumstances or strategies change without further reference to Council.

# STUDENT MOBILE PHONE USE GUIDELINES

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<b>Ratified: June 2020</b>	<b>Review Cycle: 4 year</b>	<b>Last Review: June 2024</b>	
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## Personal mobile phone use

In accordance with the Department's Mobile Phones Policy issued by the Minister for Education, personal mobile phones must not be used at Fairhills High 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 Fairhills High 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. Please note that Fairhills High 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. Refer to the Department's Personal Goods policy.

Where students bring a mobile phone to school, Fairhills High School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. When at school, students are required to store their phones either in their lockers or handed into the school office to be placed in a lockable cupboard.

## Enforcement

Students who use their personal mobile phones inappropriately at Fairhills High School will be issued with an appropriate consequence (See Teacher Intervention details below).

At Fairhills inappropriate use of mobile phones is simplified to:

'having the phone outside the student's locker or using them in the locker during school hours, unless a written exception has been granted'.

This requirement is in place to minimise the likelihood of the following negative actions occurring:

- to disrupts the learning of self and/or 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

- to use them during exams and assessments

### Teacher Intervention

If a teacher sees a student with a phone during school hours, in or out of class, including lunch and recess, whether it is being used or not, they will:

1. Remind the student that they are not following the phone policy requirement (applicable to all schools)
2. Ask the student to hand the phone to the teacher for safe keeping in the office for the rest of the day
3. If the student objects, remind them pleasantly that they have a choice between providing the phone or being suspended for refusing to follow a teacher's reasonable request
4. If the student cooperates, the teacher writes down the student's name and as soon as possible hands it in at the general office for later collection. On the first occurrence each term the student can collect their phone from the office at the end of the day. For any further occasions in the term, the collection of the phone can only be made by the parent. For multiple breaches of inappropriate phone use discussions will be had between the parent, student and Year Level Coordinator/Assistant Principal with a suspension for failing to follow instructions the likely outcome.
5. If the student doesn't cooperate with the confiscation, the teacher records a red behaviour Compass entry and the Year Level Coordinator arranges a one day suspension with the parent.

### Exceptions

Exceptions to the policy:

- may be applied during school hours if certain conditions are met, specifically,
  - Learning related exceptions
  - Health and wellbeing-related exceptions
  - Exceptions related to managing risk when students are offsite.
- can be granted by the principal for learning/health/wellbeing issues, or by the organising teacher for an off-site activity, in accordance with the Department's Mobile Phones Policy.

The three categories of exceptions allowed under the Department's Mobile Phones Policy are:

#### 1. Learning-related exceptions

Specific exception	Documentation
For students for whom a reasonable adjustment to a learning program is needed because of a disability or learning difficulty	Individual Education Plan (IEP). Student carries a phone exemption card signed by the Principal

#### 2. Health and wellbeing-related exceptions

Specific exception	Documentation
Students with a health condition	Individual Health Support Plan (IEP) Student carries a phone exemption card signed by the principal

#### 3. Exceptions related to managing risk when students are offsite

Specific exception	Documentation
Travelling to and from excursions	Risk assessment planning documentation
Students on excursions and camps	Risk assessment planning documentation
When students are offsite (not on school grounds) and unsupervised with parental permission	Risk assessment planning documentation
Students on work placement during school hours	Risk assessment planning documentation
Students who need to undertake intercampus travel for VET or KIOSC	Risk assessment planning documentation

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**

Fairhills 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 events
- Travelling to and from school

### **RELATED POLICIES AND RESOURCES**

- [Mobile Phones – Department Policy](#)

### **REVIEW PERIOD**

This Policy Implementation document was last updated on 16/04/2020 and is scheduled for review on 23/11/2022.

### **VERSION CONTROL TABLE**

Version	Author	Date	Change Made
1.1	Toni Kirk	22 Feb 2023	updated title panel, added version and date to footer and added version control table

