

PERSONAL MOBILE DEVICES

PURPOSE

To explain to our school community Echuca College's policy requirements, and expectations regarding the safe and appropriate use of personal mobile devices by students, at school or during school activities.

SCOPE

This policy applies to:

1. All students at Echuca College and,
2. All personal mobile devices that have not been approved by Echuca College for the purpose of carrying out and engaging in the teaching and learning of the curriculum.

DEFINITIONS

For the purpose of this policy, **personal mobile devices** refers to mobile phones but does not include tablets and smart watches.

POLICY

Echuca College understands that students may bring a personal mobile device to school, particularly if they are travelling independently to and from school or to extra-curricular activities.

- During class time, personal mobile devices must be switched off, and placed in the box provided at the front of every classroom.

Personal mobile device use

Personal mobile devices 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 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
- during exams and assessments.

Students who use their personal mobile device inappropriately at school may be issued with consequences consistent with our school's Anti-harassment Anti-bullying policy.

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

Our policy states "Place your phone in the box"

We as teachers of Echuca College want a relationship with each student, not their phone.

At the start of each lesson students place their personal mobile device in the box provided.

Students may access these devices only after receiving permission from the classroom teacher.

For students who do not follow these instructions, the Yellow Card process will be followed. Teachers reserve the right to confiscate phones.

If a student does not place their phone in the box and it is seen/heard/used in class:

1. First Offence
The phone is confiscated, labelled and given to the House Leader. The student can retrieve this phone at the end of the day. The classroom teacher makes a note on Xuno that this intervention has occurred.
2. Second Offence
The phone is confiscated, labelled and given to the House Leader. The student can retrieve this phone at the end of the day. The House Leader phones home to inform parent/carer and makes a note on Xuno that this intervention has occurred.
3. Repeated Offences
A parent meeting will be held. A student may lose the privilege of having their phone at school.

Victims of abusive, threatening, bullying messaging, or inappropriate video/photo imaging will be advised to make a complaint to the Police.

Any student who places an image / words on the internet which have a negative impact on the good standing of the school, its staff or students will be dealt with according to the Wellbeing and Engagement Policy.

Exemptions

There may be circumstances in which a student may apply to the Principal for an exemption from this policy on the basis of safety and/or wellbeing requirements particular to that student. If this is the case, please contact Simon Wood, College Principal.

Insurance

Students are responsible for their personal mobile device. Please note that Echuca College does not have accident insurance for accidental property damage. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items, including personal mobile devices that may be brought to school. Students are responsible for items brought to school.

Camps and excursions

In most circumstances, students will not be allowed to bring their personal mobile device on overnight school camps or excursions. Echuca College will provide students and their parents and carers with information about items that can be brought to special activities and events, including personal mobile device.

RELATED POLICIES AND RESOURCES

Anti-Harassment and Anti Bullying [Policy](#)

Engagement and Wellbeing [Policy](#)

- School Policy and Advisory Guide: [Students Using Mobile Phones](#)
- [School Policy and Advisory Guide: Ban, Search and Seize Harmful Items](#)

REVIEW PERIOD

This policy was last updated on 17/07/2019 and is scheduled for review on 02/2020.