

# Policy

## Mobile Telephones



### Purpose

To define the circumstances by which mobile telephones are used by students within the school grounds and during supervised school activities. The policy is designed to ensure a safe and secure environment for students and staff. Mobile phones are viewed as having the potential to cause; disruption to classroom teaching and learning, bullying and harassment of other students and staff, privacy issues in the case of camera phones and voice recording technology, security issues in relation to theft by other students and crisis management issues.

### Scope

This policy applies to students enrolled at Corowa High School from Years 7 to 12 during school hours and during supervised school activities, e.g. excursions, sports visits etc.

### Definitions

**Mobile Phone** – any telecommunications device capable of voice communication via a mobile telephone service provider, and/or capable of taking digital still or moving images and transmitting files via a mobile telephone service provider.

### Policy Statement

1. Parents will be informed at the start of each year and through ongoing reminders that contact with students in emergency situations can always be made through the front office staff. Parents will also be informed that Corowa High School will accept no responsibility for the loss of mobile phones.
2. Any student who brings a mobile telephone to school is required to present it to the front office for safe keeping upon arrival at school. The telephone may only be collected by the student just prior to leaving the school.
  - a. The front office staff will catalogue the mobile phone with the student's name, year group and the date it was left for safe keeping.
  - b. If the mobile phone is not collected by the conclusion of office hours, the mobile phone will be locked in the security room.
3. If a student is found to have a mobile phone in their possession by a teacher, the teacher will have the authority to confiscate the mobile phone and take it to the Deputy Principal's office as soon as practicable.
  - a. The teacher must identify the mobile phone with the student's name, year group, date it was confiscated and the teacher's name.
  - b. The Deputy Principal will make a RISC entry and identify the number of occasions that a student has had their mobile phone confiscated.
4. On the first occasion that a student has their mobile phone confiscated, the phone will be collected from the Deputy's office by the [identified] student at the end of the school day or prior to going home.

- a. The Deputy will counsel the student about bringing the mobile phone to school again and inform the student of consequences if it is brought to school again.
5. On the second and subsequent occasions that a student has their mobile phone confiscated, the phone will be held at school until a parent or guardian comes to the school in person and collects the phone.

## **Review Date**

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This policy needs to be reviewed in 12 months and then as required with technological changes and improvements.

## **References**

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1. **Legal Issues Bulletin - No 35. – 8 February 2005 - The Use of Mobile Phones, Portable Computer Games, Tape Recorders and Cameras in Schools and TAFE NSW Institutes**
  - a. <https://detwww.det.nsw.edu.au/directorates/leglserv/legal%20unit/bulletins/bulletin%2035.pdf>
2. **Mobile Phones – A child safety checklist – 31 July 2007**
  - a. <http://www.acma.gov.au/mobilesforkids>

## **Consultation**

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Executive Meeting.....	30 August 2005
Student Representative Council .....	
P&C.....	10 October 2005
School Council .....	
Gazetted in CHS Newsletter .....	9 February 2006