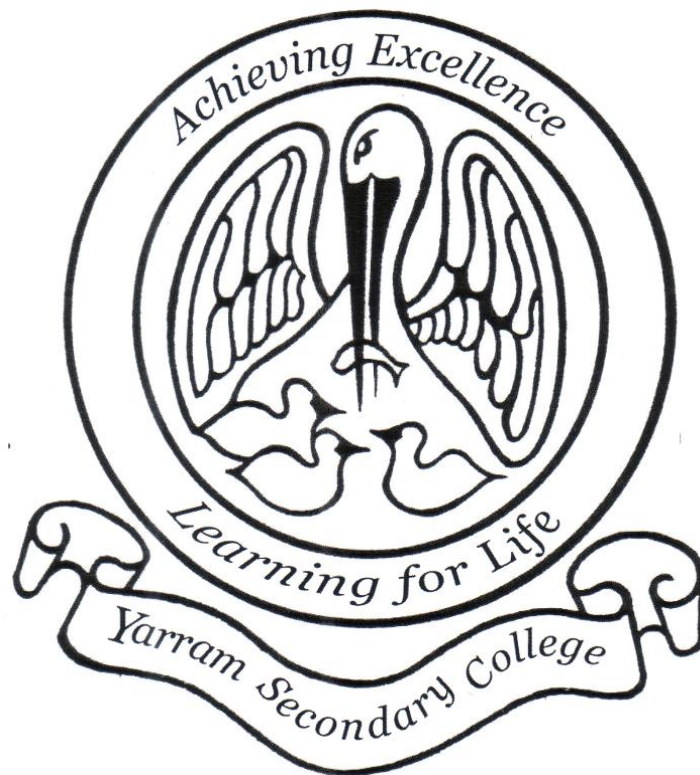


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Yarram Secondary College Mobile Phones – Student Use Policy 2024

Date ratified by Staff: August 2024
Date ratified by School Council: N/A
Review date: August 2028

MOBILE PHONES – STUDENT USE

Acknowledgement of Country

This policy was developed on the various lands of Aboriginal and Torres Strait Islander peoples of the Nations across Victoria and includes the voices and contributions of First Nations educators. We acknowledge and pay our respects to all Aboriginal and Torres Strait Islander peoples and Traditional Custodians throughout Victoria, including Elders past, present, and emerging First Nations leaders.



Help for non-English speakers

If you need help to understand the information in this policy, please contact Yarram Secondary College on 51 82 55 22.

PURPOSE

To explain to our school community the Department's and Yarram Secondary College policy requirements and expectations relating to students using mobile phones and other personal mobile devices during school hours.

SCOPE

This policy applies to:

1. All students at Yarram Secondary College and,
2. Students' personal mobile phones and other personal mobile devices 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

Yarram Secondary College understands that students may bring a personal mobile phone to school, particularly if they are travelling independently to and from school.

At Yarram Secondary College:

- Students who choose to bring mobile phones to school must have them switched off and securely stored during school hours
- Exceptions to this policy may be applied if certain conditions are met (see below for further information)
- When emergencies occur, parents or carers should reach their child by calling the school's office.

Personal mobile phone use

In accordance with the Department's [Mobile Phones — Student Use Policy](#) issued by the Minister for Education, personal mobile phones must not be used at Yarram Secondary College 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 Yarram Secondary College 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 Yarram Secondary College 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 Department's [Claims for Property Damage and Medical Expenses policy](#).

Where students bring a mobile phone to school, Yarram Secondary College will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Yarram Secondary College students are required to store their phones in their lockers.

Enforcement

Students who use their personal mobile phones inappropriately at Yarram Secondary College may be issued with consequences consistent with our school's existing student engagement policies.

Consequences

- If a student's mobile phone is seen, heard or used during school hours, the teacher will confiscate the phone; secure the phone at the front office where it can be collected at the end of the school day.
- If the student refuses to hand their phone over when requested, they will receive a Learning Lunch.
- Ongoing use of a mobile phone, or repeated refusal to hand a phone over may result in further sanctions such as after school detention, class exclusion or suspension.

At Yarram Secondary College inappropriate use of mobile phones is **any use during school hours**, unless an exception has been granted, and particularly use of a mobile phone:

- 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, swimming pools and gyms
- during exams and assessments

Associated items (eg. ear buds, smart watches) should not be used without explicit teacher permission. This means headphones should not be worn at school, unless the classroom teacher approves use (in their class only).

Exceptions

Exceptions to the policy:

- may be applied during school hours if certain conditions are met, specifically,
 - Health and wellbeing-related exceptions; and
 - Exceptions related to managing risk when students are offsite.
- can be granted by the Principal, or by the teacher for that class, in accordance with the Department's [Mobile Phones — Student Use Policy](#).

The three categories of exceptions allowed under the Department's [Mobile Phones — Student Use Policy](#) are:

1. Learning-related exceptions

Specific exception	Documentation
For specific learning activities (class-based exception)	Unit of work, learning sequence
For students for whom a reasonable adjustment to a learning program is needed because of a disability or learning difficulty	Individual Education Plan

2. Health and wellbeing-related exceptions

Specific exception	Documentation
Students with a health condition	Student Health Support Plan
Students who are Young Carers	A localised student record

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 with a dual enrolment or who need to undertake intercampus travel	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

Yarram Secondary College 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 Care (OSHC)
- Out-of-school-hours events
- Travelling to and from school
- Students undertaking workplace learning activities, e.g. work experience

COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Available publicly on our school's website
- Included in staff induction processes and staff training
- Discussed at annual staff briefings/meetings
- Included in transition and enrolment packs
- Discussed at parent information nights/sessions
- Hard copy available from school administration upon request

RELATED POLICIES AND RESOURCES

- [Mobile Phones — Student Use Policy](#)
- [Weapons — Banning, Searching and Seizing Harmful Items](#)
- [Claims for Property Damage and Medical Expenses policy](#)

POLICY REVIEW AND APPROVAL

Policy last reviewed	August 2024
Consultation	Staff, School Council
Approved by	Principal
Next scheduled review date	August 2028

Mobile Phone use @ YSC

Any visible mobile phone, or the use of a mobile phone **during school hours** will be regarded as inappropriate unless an exception has been granted. Some examples of mobile phones use include:

- Audible phone notifications.
- Any visible phone on a person or in their belongings.
- Receiving, or making phone calls, sending text messages.
- The use of mobile phones to access the time.
- The use of Bluetooth devices, such as headphones or speakers in classrooms, or in the yard.
- Any use of a mobile phone to access social media.
- Any other time a staff member forms reasonable belief of mobile phone use.

