STUDENTS USING MOBILE PHONES POLICY 2024 - 2028

Help for non-English speakers

If you need help to understand the information in this policy, please email the General Office cranbourne.east.sc@education.vic.gov.au

Note that this is a ministerial policy formally issued by the Minister for Education under section 5.2.1(2)(b) of the Education and Training Reform Act 2006.

STATEMENT OF COMMITMENT

Cranbourne East Secondary College believes every student deserves a safe and positive learning experience where they are engaged and supported to reach their full potential.

The College adheres to the principles of Australian democracy and takes into account the diversity of all children and makes reasonable efforts to accommodate them. This includes (but is not limited to) the needs of Aboriginal and Torres Strait Islander children, children from culturally and linguistically diverse backgrounds, children with disabilities, children who identify as lesbian, gay, bisexual, transgender, intersex and questioning (LGBTIQA+) individuals, and children who are vulnerable.

The College is committed to creating a child safe environment protecting children from all forms of abuse and neglect.

PURPOSE

To explain to our school community the Department's and Cranbourne East 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 Cranbourne East Secondary College and,
2. Personal mobile phones and other personal mobile devices brought onto school grounds during school hours, including recess and lunchtime or during school activities

DEFINITIONS

Personal mobile devices refer to mobile phones, smart watches, AirPods, Fitbits that receive text messages and any other devices that send or receive messages. **School grounds** refer to inside the boundary fence.

POLICY

Cranbourne East Secondary College understands that students may bring a mobile phone or smart watch to school, particularly if they are travelling independently to and from school or to extra curricular activities.

At Cranbourne East Secondary College:

- Students who choose to bring mobile phones or smart watches must be switched off, and locked securely in the student's locker during these times.
- Students are not permitted to access their mobile phones or smart watches during lunchtime, recess or any other break times and whilst on school grounds.
- Students in possession of or using their mobile phones or personal mobile devices (eg smart watches, AirPods, Fitbits that receive text messages and any other devices that send or receive messages will have them confiscated and locked securely in the administration office. It will usually be returned to the student or the parent/carer at the end of the school day.
- Students will use their laptop for educational purposes. Mobile phones or smart watches are not to be used for educational purposes.
- The use of headphones with laptops, is not permitted in class or between class, unless under the instruction of a teacher when being used for educational purposes. The College strongly advises that for safety reasons headphones are not used when students are travelling to and from school, eg. walking, riding a bike, moving on and off buses.
- When emergencies occur, parents or carers should reach their child by calling the school's office on 5990 0200.

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 Cranbourne East Secondary College during school hours, including lunchtime and recess, unless an exception (see below) 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.

Insurance

Students are responsible for all items brought to school. Please note that Cranbourne East 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 and ensure they have a lock for their locker to secure valuables and ensure the lock is locked at all times. Refer to the Cranbourne East Secondary College Personal Property Policy AND/OR the Department's Personal Goods policy.

Enforcement

Students who use their personal mobile phones inappropriately at Cranbourne East Secondary College will be issued with consequences consistent with our school's student engagement policy. **Appendix 1** outlines the consequences of breaching the personal mobile phones and other personal mobile devices at Cranbourne East College.

At Cranbourne East 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

Camps and excursions

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

Exceptions

Exceptions to the policy may be applied during school hours if certain conditions are met, specifically,

- **Health and wellbeing-related exceptions** : - For example health and wellbeing related exceptions may include: a student with diabetes may use their mobile phone to monitor their blood sugar; a young carer providing care to a parent with health issue may need to use their mobile phone to discuss health issues with medical professionals and the person they are caring for, during the school day.

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
- Included in school newsletter
- Included in staff handbook/manual
- 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

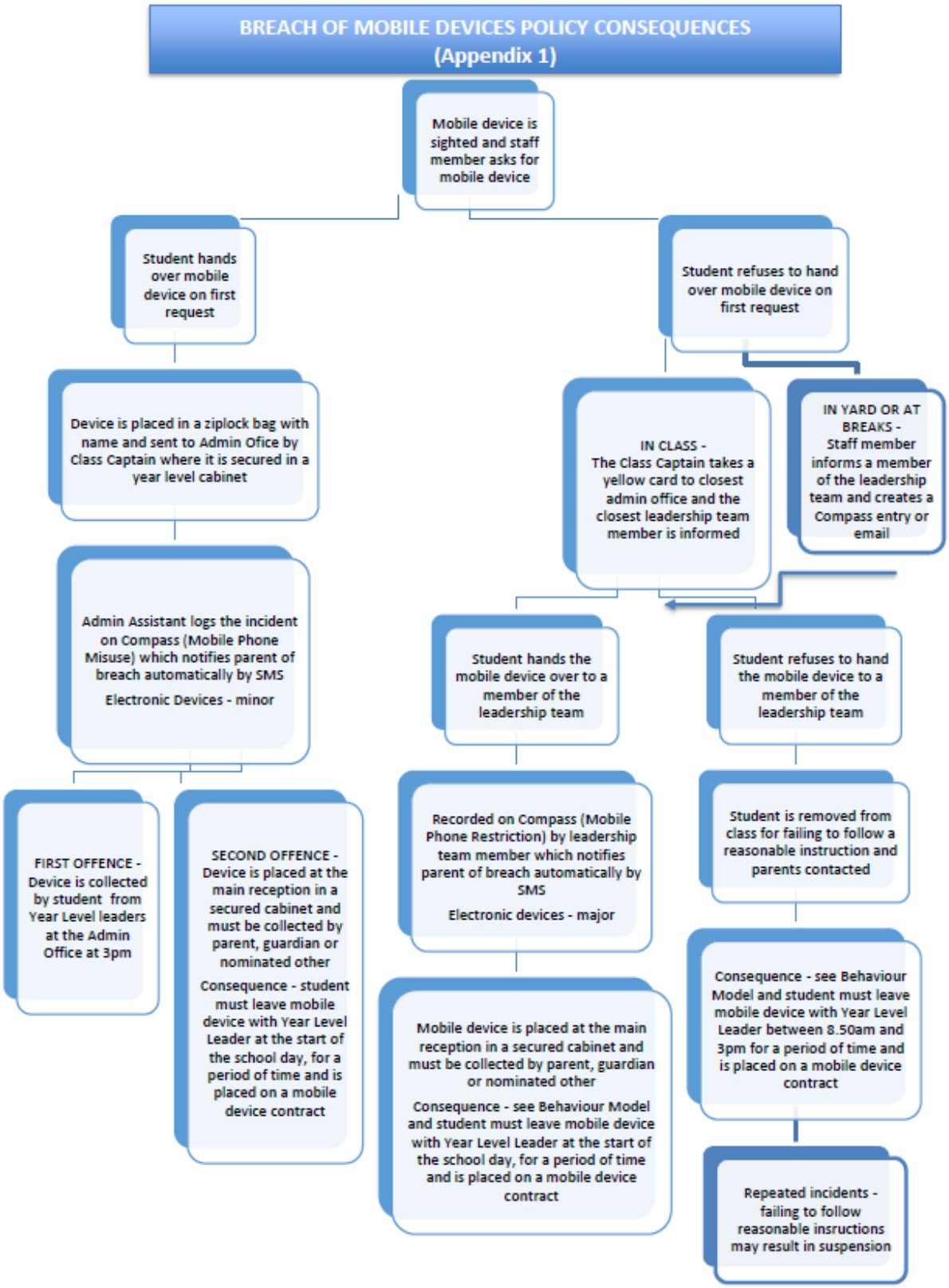
RELATED POLICIES AND RESOURCES

- **CESC Policies -** Student Wellbeing, Engagement & Inclusion Policy
- Personal Property Policy
- 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	Term 2 2024
Consultation	Consultation is not mandatory but is recommended
Approved by	Principal
Next scheduled review date	Term 2 2028 – recommended minimum review cycle for this policy is 3 to 4 years

Reviewed: Term 2 2024
Date of Next Review: Term 2 2028



Reviewed: Term 2 2024
Date of Next Review: Term 2 2028