

## CAPE NATURALISTE COLLEGE STUDENT MOBILE PHONE POLICY

### POLICY STATEMENT

The college does not allow mobile phones or other electronic devices eg iPods, MP3 players, to be carried or accessed by students at any time while they are at the college. Parents that provide their children with mobile phones for safety reasons must ensure that they are handed in at the front office on arrival and retrieved as they leave.

### BACKGROUND

The mobile phone is an effective and quick means of communication. Where unforeseen events occur, mobile phones provide students and their families with a ready means of communication. Some parents will provide their children with mobile phones for safety reasons especially while travelling long distances on school buses. There is a need, however, to set a clear position on their use during the college day to avoid unnecessary interference with teaching and learning.

In normal circumstances, parents or caregivers wishing to leave messages for their children should do so by telephoning the College. Staff will endeavour to ensure that messages are passed on during break times.

Front office staff will also assist students who need to contact family or other persons in an emergency. A telephone is also available for student use.

### SCOPE

This policy applies to all students at Cape Naturaliste College

### RELEVANT LEGISLATION

*School Education Act 1999 - Sections 89 to 96, 223*

*School Education Act Regulations 2000 - Regulations 38 to 46*

### PROCEDURES

- 1 Students should hand in phones to the Student Services on arrival at the college.
- 2 The name of the owner will need to be clearly labelled on the phone before handing in. The front office staff will assist where required.
- 3 On leaving at the end of the day, student will report to the front office and retrieve the phone. Student Services will again assist with this.
- 4 Any student found acting in breach of these guidelines can expect that a staff member will take possession of the mobile phone and deliver it to the Associate Principal who will issue a *Notice of Inappropriate Mobile Phone Usage* to the parent/caregiver. The mobile phone will be returned when:
  - **FIRST BREACH:** The letter is signed by a parent/caregiver and returned to the Associate Principal, the phone will be returned to the student at the end of that day.
  - **SECOND BREACH:** A parent is required to come in to the College to collect the mobile phone between the hours of 8.30 am – 3.30 pm.
  - **THIRD BREACH:** The student will NOT be able to bring a mobile phone to the College. A parent is required to come in to the College to collect the mobile phone between the hours of 8.30 am – 3.30 pm.
- 5 Students that repeatedly found to have a mobile phone in their possession will face further consequences such as detention and loss of privileges and rewards.
- 6 Any student found to use the phone to record, distribute or uploading inappropriate images or videos of students, parents or staff on school premises will be suspended.

### EVALUATION PROCESS

The impact of Changing Technologies and Departmental Policies will determine how we assess the effectiveness and relevance of this policy.

### REVIEW DATE

June 2010.

**RELEVANT DOCUMENTS/FORMS**

*Letter to Parents of Inappropriate Mobile Phone Usage*