



Mobile Phone Policy

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Preamble

The College recognises that mobile phones are a valid and important communication tool and will continue to be part of contemporary society. The College accepts that parents and guardians give their children phones to protect them from everyday risks involving personal security and safety. It is also acknowledged that providing a child with a mobile phone or smart watch gives parents and guardians reassurance that they can contact their child if they need to speak to them urgently.

Scope

This policy applies to all students, PP to Year 12, in Swan Christian College.

Junior School

While at school, students can be contacted through Junior School Student Services, and a phone is available in the Junior School Student Services if a student needs to contact their parents or guardians.

Usage

- Mobile phones must be switched off and handed in at Junior School Student Services at the beginning of the day and collected by the child at the end of the day.
- Smart watches must be switched to flight mode between 8:00am and 3:00pm.

Responsibility

- Mobile phones that are brought to and kept at school are used entirely at their owner's risk. The school cannot accept any responsibility for theft, loss, damage or health effects (potential or actual) resulting from mobile phone use.
- Parents and guardians should ensure that student mobile phones are properly and adequately insured as personal property.
- If a child is found to be in possession of a mobile phone during the day it will be confiscated. Confiscated phones will need to be collected from Junior School Student Services at the end of the school day. This occurrence will be recorded and on the third occasion parents or guardians will be asked to collect the mobile phone after school. Staff cannot accept any responsibility for a mobile phone during the period in which it is confiscated.
- A student who refuse to give their mobile phone to a teacher when instructed will be referred directly to the Head of Junior School.

Years 7-8

The College has installed mobile phone lockers for all Year 7 and 8 students. Unless prior arrangements for exceptional circumstances have been made with the Dean of Year, all students in Year 7 and 8 are expected to keep their phones in their issued locker. Parents and guardians can contact their children via Senior School Student Services and vice versa.

Usage

- All student's in Years 7 and 8 will be issued a phone locker and lock, and the annual hire fee will appear on the fee invoice at the beginning of the year. Students are to set their own lock code.
- Mobile phones must be placed in phone lockers as student's arrive to school, and before Mentor Group begins.
- Mobile phones can be collected from phone lockers from 3:05pm.

Responsibility

- Mobile phones that are brought to and kept at school, are done so entirely at the owner's risk. The school cannot accept any responsibility for theft, loss, damage or health effects (potential or actual) resulting from mobile phone use.
- Parents and guardians should ensure that student mobile phones are properly and adequately insured as personal property.
- Replacement locks for those lost or deliberately damaged will be invoiced \$35 each.
- Nonobservance or breach of the phone locker use requirements will result in the phone being confiscated and privileges withdrawn. The following consequences will apply:
 - First breach – confiscation of the phone to the Senior School Student Services lockbox for the day, lunchtime detention issued.
 - Second breach – confiscation of the phone to the Senior School Student Services lockbox for the day, parents or guardians required to collect the phone from school and meet with the Dean of Year.
 - Third breach – student is no longer permitted to bring the phone to school, Loss of Good Standing issued.
 - Fourth breach – student will receive a suspension, provisional enrolment conditions relating to phone use issued, meeting with Head of Senior School.
- A student who refuses to give their mobile phone to a teacher when instructed will be referred directly to the Director of Wellbeing.

Years 9-12

While at school students can be contacted through student services, and a phone is available in Student Services if a student needs to contact their parents or guardians.

Usage

- Mobile phones must be switched off between 8:00am and 3:05pm.
- Smart watches must be switched to flight mode between 8:00am and 3:05pm.

Responsibility

- Mobile phones that are brought to and kept at school, are done so entirely at the owner's risk. The school cannot accept any responsibility for theft, loss, damage or health effects (potential or actual) resulting from mobile phone use. Students and parents/guardians should be aware that mobile phones are highly prized targets for theft and, accordingly, phones should always be stored in a safe and secure place and should never be left in bags or unattended in the change rooms.

- Parents and guardians should ensure that mobile phones are properly and adequately insured as personal property.
- Nonobservance or breach of these rules may result in the mobile phone being confiscated and privileges restricted or withdrawn. If the mobile phone is confiscated, it will be stored in the lockbox at Senior School Student Services to be collected at the end of the school day. On the third occasion of phone confiscation, parents or guardians will be asked to collect the mobile phone after school and meet with the Dean of Year. Staff cannot accept any responsibility for a mobile phone during the period in which it is confiscated.
- A student who refuses to give their mobile phone to a teacher when instructed will be referred directly to the Director of Wellbeing.

Swan Trade Training Centre

The College has installed lockers for all STTC students. Unless prior arrangements have been made with the Head of STTC, all students in STTC are expected to keep their phones in their issued locker. Parents and guardians can contact their children via Senior School Student Services and vice versa.

Usage

- All STTC students will be issued a locker at the commencement of their studies.
- Mobile phones must be placed in lockers as students arrive to school, and before Mentor Group begins.
- Mobile phones can be collected from lockers from 3:05pm.

Responsibility

- Mobile phones that are brought to and kept at school, are done so entirely at the owner's risk. The school cannot accept any responsibility for theft, loss, damage or health effects (potential or actual) resulting from mobile phone use.
- Parents and guardians should ensure that mobile phones are properly and adequately insured as personal property.
- Nonobservance or breach of the locker use requirements will result in the phone being confiscated and privileges withdrawn. The following consequences will apply:
 - First breach – phone is confiscated and handed back at the end of the lesson, detention issued and Dean of STTC to contact parents/guardians.
 - Second breach – phone is confiscated and handed back at the end of the lesson, detention issued and Head of STTC to contact parents/guardians.
 - Third breach – parent/guardian meeting with Head of STTC, Loss of Good Standing issued along with specific mobile phone locker for the duration.
 - Fourth breach – student to receive provisional enrolment conditions and meet with the Head of Senior School.
- A student who refuses to give their mobile phone to a teacher when instructed will be referred directly to the Head of STTC.