

Mobile Phone Policy

Latest DET Update: 07/10/2019
First Developed in this Format: December 2019

Purpose |

- To explain to our college community the Department's and Bayside P-12 College's policy requirements and expectations relating to students using mobile phones during school hours

Scope |

- This policy applies to:
 - All students at Bayside P-12 College and,
 - Students' personal mobile phones brought onto college premises during school hours, including recess and lunchtime.

Definition |

- A mobile phone is a telephone with access to a cellular (telecommunication) system, with or without physical connection to a network.

Policy |

- Bayside P-12 College understands that students may bring a personal mobile phone to school, particularly if they are travelling independently to and from school.
- At Bayside P-12 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 Policy issued by the Minister for Education, personal mobile phones must not be used at Bayside P-12 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 Bayside P-12 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. Please note that Bayside P-12 College does not have accident insurance for accidental property damage or theft
- Where students bring a mobile phone to school, Bayside P-12 College students are required to store their phones switched off in their lockers or handed into the Campus Office. Mobile phones held by the Campus Office must be collected by students by the end of the day.



Mobile Phone Policy

Enforcement |

- Mobile phones are not to be used at school.
- Students seen with a mobile phone will have it taken.
- Students can collect the phones from the Campus Office at the end of the day.
- Teachers are made aware of the school policy annually at the beginning of the year during whole school meetings and on-going as required at campus meetings.

Exceptions |

- A request for an exemption must be made to the principal.
- 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.
- Bayside P-12 College, has two categories of exceptions allowed under the Department's [Mobile Phones Policy](#) are:
 - Health and wellbeing-related exceptions
 - Exceptions related to managing risk when students are offsite
- 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 |

- Bayside P-12 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.

Exceptions |

- This policy does not apply to
 - Out-of-school-hours events
 - Travelling to and from school
 - Students undertaking workplace learning activities, e.g. work experience
 - Students who are undertaking VET

Monitoring and review of the implementation of the policy |

- This policy is scheduled to be reviewed in December 2021 by DET.
- Reference:
<https://www.education.vic.gov.au/school/principals/spag/safety/Pages/mobilephones.aspx>
- Related policies
 - [Mobile Phones – Department Policy](#)
 - [Student Wellbeing and Engagement Policy](#)
 - [Bullying Prevention Policy](#)

Date of approval by College Council | December 2023

Review Date | December 2025

