Gilmore COLLEGE

Student Mobile Phones in School Policy

1. Policy

At Gilmore College, we support the Department of Education policies on Mobile Phone Use in Schools, which states 'Off and Away All Day. Gilmore College does not permit student use of mobile phones in College Spaces unless there is a documented exemption (See Below).

Gilmore College recognises that an increasing number of parents/carers, who for safety, security and/or emergency purposes wish to provide their children with mobile phones. This policy details the conditions under which mobile phones are managed at Gilmore College and other aspects of personal safety and communication.

2. Conditions of Use

- The use of mobile phones for all students is not permitted from the time they enter the school grounds to the conclusion of the school day. Mobile phones should be 'off and away all day'. Students can choose to leave mobile devices in the care of the school at the start of the day.
- If evidence of Student Phones use is available during the day, phones will be confiscated. (Evidence can include direct observation, ear buds in place, smart watches being used)
- Smart watches must be in 'aeroplane mode' so phone calls and messages cannot be sent or received during the school day. Ear buds must not be in use.

3. Exemptions and Communication

- Exemptions to this ban include where a student requires a mobile phone:
    - To monitor a health or Mental Health condition as part of a school approved documented health or well-being care plan, supported by evidence from a Medical or Mental Health professional.
- While at Gilmore College, students are the responsibility of the school. All communication between parents and students, during school hours, should occur via the school's administration.

- Gilmore College has duty of care for all students when they are attending the school. In emergencies, where students need to get in contact with parents/carers, students are to notify the appropriate school staff. If parents/carers need to contact their children, they are asked to contact the school directly.

4. Breaches of this Policy

Breaches of this policy will be managed in accordance with the *School Behaviour Management Policy and Procedures.* Breaches of these guidelines could result in, but would not be limited to:

- Confiscation of device by teacher - returned to student at the conclusion of the day for a first offence. Returned to families at the conclusion of the day for a second offence. *(record management issue to be resolved in procedures)*
- A third offence will result in Suspension and loss of 'Good Standing'

Failure to hand over an observed Mobile Phone or accessories to a teacher on request, will be referred to a senior staff member and will result in loss of 'Good Standing' and potentially lead to a suspension for the following school day.

Further Guidance *For the purposes of this policy, 'mobile phones' includes smart watches and associated listening accessories, such as, but not limited to, smart watches, headphones and ear buds.*

5. Document Control

Owner: **Created:** **Modified:** **Approved:** **Next Review:** **Policy Location:**	Associate Principal 3 February 2020 10 August 2021 3 March 2023 – Principal 21 Feb 2025 – Associate Principal M Willis August 2025 S:\AdminShared\Administration Staff\100 Administration\109 Policy\GILMORE POLICIES	**Implementation and Review:** The Associate Principal is responsible to the College Executive for the continuous monitoring and review of the Student Mobile Phones in School Policy.