



Mobile Phones Student Use Policy

PURPOSE

To explain to our school community the Department's and Somerville Secondary College's policy requirements and expectations relating to students using mobile phones and other personal mobile devices during school hours. This includes the use of headphones.

SCOPE

This policy applies to:

1. All students at Somerville Secondary College and,
2. Students' personal mobile phones, headphones/air pods and other personal mobile devices brought onto school premises during school hours, including recess and lunchtime.

DEFINITIONS

A mobile phone is a telephone with access to a cellular (telecommunication) system, with or without a physical connection to a network. For the purpose of this policy, "mobile phone" refers to mobile phones and any device that may connect to a mobile phone or have a similar functionality to a mobile phone such as tablets, iPads Air Pods and wearable devices such as smart watches.

POLICY

Somerville Secondary College understands that students may bring a personal mobile phone to school, particularly if they are travelling independently to and from school.

At Somerville Secondary 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 and Air Pods and similar devices **must not be used at Somerville Secondary College during school hours**, including lunchtime and recess, unless a specific 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 and such devices owned by students at Somerville Secondary 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 unless there is a compelling reason to do so. Please note that Somerville Secondary College does not have accident insurance for accidental



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property damage or theft. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items. Refer to the Somerville Secondary College Personal Property Policy AND/OR the Department's [Personal Goods policy](#).

Where students bring a mobile phone and previously identified devices to school, Somerville Secondary College students, they are required to be stored securely at in their personal lockers until the end of the day, when the items may be collected by the student and/or parent.

Enforcement

Students who use their personal mobile phones and other identified devices inappropriately at Somerville Secondary College will be issued with consequences consistent with our school's existing student engagement and behavioural guidelines. This is a government regulation.

Students will have their phones confiscated by a staff member and stored appropriately.

The first 2 breaches of this policy the item will be returned at the end of the day.

Further breaches will result in the parent collecting the phone from the principal or their delegate and may result in the phone not being allowed to be brought to school at all.

Failure to hand over the phone/item where a student fails to comply with any clear and reasonable instruction of a staff member is considered a serious breach of the student code of conduct and a disciplinary measure such as suspension will occur.

At Somerville 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 and identified devices.
- 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

Exceptions

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 approved by the principal only.
- can be granted by the principal, for that class, in accordance with the Department's [Mobile Phones Policy](#).



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The three categories of exceptions allowed under the Department's [Mobile Phones Policy](#) are:

1. Learning-related exceptions

Specific exception	Documentation
For students for whom a reasonable adjustment to a learning program is needed because of a disability or learning difficulty	Individual Learning Plan, Individual Education Plan Principal Approval

2. Health and wellbeing-related exceptions

Specific exception	Documentation
Students with a health condition	Student Health Support Plan/ Doctor certificate
Students who are Young Carers	A localised student record/ short term

3. Exceptions related to managing risk when students are offsite

Specific exception	Documentation
Travelling to and from excursions	Risk assessment planning documentation
Students on excursions and camps (only in the event it is determined necessary for the program)	Risk assessment planning documentation
When students are offsite (not on school grounds) and unsupervised with parental permission	Risk assessment planning documentation

Please note: Somerville Student College Exemption Form must be completed and approved by the Principal/Assistant Principal. Where an exception is granted and Somerville Student Exemption Form has been completed and approved the student can only use the device for the purpose for which it was granted.

Camps, excursions, and extracurricular activities

Somerville Secondary 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. **The overall rule is No mobile phones on camps, excursions and extracurricular activities unless specific permission has been gained from the principal.**

Exclusions

This policy does not apply to

- Travelling to and from school



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- Students undertaking workplace learning activities, e.g. work experience
- Students who are undertaking off site VET program.

COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Available publicly on our school's website (or insert other online parent/carer/student communication method)
- Included in school communication via Compass
- 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

- *Student Wellbeing and Engagement, Code of Conduct, Personal Property, Bullying*
- [Mobile Phones – Department Policy](#)
- [Weapons – Banning, Searching and Seizing Harmful Items](#)
- [Claims for Property Damage and Medical Expenses policy](#)

REVIEW PERIOD

POLICY REVIEW AND APPROVAL

Policy last reviewed	2 nd December 2024
Consultation	Student forums
Approved by	Principal
Next scheduled review date	December 2028

I understand the requirements of mobile phone and associated devices at Somerville Secondary College

Parent/ Guardian signature _____ Date _____

Student Signature: _____ Date _____