



EASTSIDE LUTHERAN COLLEGE

MOBILE PHONE AND PERSONAL ELECTRONIC DEVICE POLICY

Introduction

As a communication device mobile phones and other electronic devices, when used appropriately, offer students and their parents/carers advantages in terms of ease of communication and a sense of personal safety. However, mobile phones and misuses of other electronic devices often have a negative impact on the learning environment and the safety and well being of students.

Mobile phones and personal electronic devices are not required at the College. If a parent/carer needs to contact a student, the College administration will take the messages and ensure the student receives the message. Similarly, students can make urgent phone calls to home from the front office with the permission of a staff member

What Is Inappropriate Use

Generally, a mobile phone or other electronic devices will be used inappropriately if it:

- disrupts or is likely to disrupt the learning environment
- interferes with the operation of the College
- threatens or is likely to threaten the safety or well being of any person
- is in breach of any law, including photography without permission of those being filmed.

Inappropriate use of mobile phones or other electronic devices includes students using them to bully, intimidate or otherwise harass other people through any SMS or text message, photographic, video or other data transfer system available on the phone.

Guidelines for Use

- Once at the College phones should be turned off or to silent, and all personal electronic handed in to the Class or Pastoral Care Teacher, where they will be stored in a safe area. Phones and personal electronic devices that are not handed in will be confiscated and kept in a secure place until a parent or guardian collects it in person.
- Students must not lend a phone or personal electronic device to another student for use as a communication device including; a phone, for text messaging or for use as a camera or video recording device. The student who owns the device will be held responsible for its use.
- Any student who is feeling unwell and needs to go home must arrange this through the front office. Under NO circumstance may students use a mobile phone or any personal electronic device to contact home and make arrangements to leave, except through the relevant staff members.

- The inappropriate use of mobile phones and/or personal electronic devices will be recorded, and parents contacted. In some situations, the appropriate authorities will be informed.
- For all day excursions, the College policy will apply. For all overnight excursions, specific instructions about the use of mobile phones and personal electronic devices will be included with excursion documentation.
- Non-observance or breaches of these guidelines may result in the mobile phone, or other device, being confiscated for a length of time decided by the Principal. If the mobile phone or electronic device is confiscated, it must be collected from the Principal by the parent/guardian of the student.
- Repeated violation of this policy may lead to the suspension of the student.

Responsibility for Mobile Phones and other electronic devices

Students bring mobile phones and other electronic devices to school at their own risk – the College and staff members will not accept any responsibility for loss or damage to devices or for investigating loss or damage.

Reinforcement of Mobile Phone and Personal Electronic Devices Policy

- Teachers will discuss this policy with students at assemblies and in classrooms.
- When inappropriate use is detected it will be dealt with in terms of the policy, thereby reinforcing the policy.
- The community will be made aware of the policy in College's newsletter.
- The policy will be published in the handbook given to all new enrolments.

Ratified Feb 2019

Reviewed Feb 2022