

 <p>DONCASTER SECONDARY COLLEGE</p>	<h2 style="color: #800040;">MOBILE DEVICE – STUDENT USE POLICY</h2>
<p>College council will review this policy annually</p>	<p>Date approved: November 2019</p> <hr/> <p>Date of next review: 2020</p>

PURPOSE

To explain to our school community the Department's and Doncaster Secondary College policy requirements and expectations relating to students using mobile phones and other mobile devices.

SCOPE

This policy applies to:

1. All students at Doncaster Secondary College and,
2. Students' personal mobile phones, other personal mobile devices brought onto school premises and during school programs.

DEFINITIONS

A mobile phone is a telephone with access to a cellular (telecommunication) system, with or without a physical connection to a network. **Other personal mobile devices** included tablets, laptops and portable gaming devices.

POLICY

Doncaster Secondary College understands that students may bring a personal mobile phone to school, particularly if they are travelling independently to and from school and that other mobile devices such as laptops will be brought for education purposes in line with our BYOD policy.

At Doncaster Secondary College:

- Students who choose to bring mobile phones and/or mobile gaming devices to school must have them switched off and stored securely in lockers.
- 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.

Mobile phones

In accordance with the Department's [Mobile Phones Policy](#) issued by the Minister for Education, personal mobile phones must not be used at Doncaster Secondary College, 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.

Other mobile devices

Mobile gaming devices such as the Nintendo Switch must not be used at Doncaster Secondary College, including lunchtime and recess.

Laptops and tablets

Laptops and tablets must be brought to the College by students according to the Bring Your Own Devices Policy. These are to be used for educational purposes only unless an exception has been granted. Laptops and tablets are not to be used during recess and lunchtime unless an exception has been granted.

Wearable devices

Smart Watches are not prohibited currently; however, students are strongly encouraged to refrain from using them as communication devices. AirPods and earphones of other kinds are not to be used or seen unless permission has been given by a teacher.

Secure storage

Mobile devices owned by students at Doncaster 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 Doncaster Secondary College does not have accident insurance for accidental property damage or theft. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items. [Refer to the Department's [Personal Goods policy.](#)]

Where students bring a mobile phone to school, Doncaster Secondary College will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Doncaster Secondary College students are required to store their phones in their secured lockers.

Enforcement

Students who use their phones and/or other mobile device inappropriately at Doncaster Secondary College will be asked to forfeit their device for secure storage in purpose built lockers. This device will be securely stored until a responsible adult is able to pick it up. An 'after school detention' will be issued as a consequence, for which 24hrs notice will be provided.

Exceptions

Exceptions to the policy:

- may be applied if certain conditions are met, specifically,
 - Health and wellbeing-related exceptions; and
 - Exceptions related to managing risk when students are offsite.
- can be granted by the Principal, or by the teacher for that class, in accordance with the Department's [Mobile Phones Policy.](#)

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

1. Learning-related exceptions

Specific exception	Documentation
For specific learning activities (class-based exception)	Unit of work, learning sequence
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

2. Health and wellbeing-related exceptions

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

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	Risk assessment planning documentation
When students are offsite (not on school grounds) and unsupervised with parental permission	Risk assessment planning documentation
Students with a dual enrolment or who need to undertake intercampus travel	Risk assessment planning documentation

Where an exception is granted, the student can only use the mobile phone, personal device for the purpose for which it was granted.

Camps, excursions and extracurricular activities

Doncaster 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/devices with enough time to allow for adequate preparation.

Doncaster Secondary College has provided spaces for students to play games during lunchtime in the past. If this occurs again in the future, it will be in an allocated room with proper supervision.

Exclusions

This policy does not apply to

- Travelling to and from school
- Students undertaking workplace learning activities, e.g. work experience
- Students who are undertaking VET off campus

RELATED POLICIES AND RESOURCES

- [Social Media Policy](#)
- [Bullying Prevention Policy](#)
- [ICT Acceptable Usage Policy - Students](#)
- [eSMART Policy](#)
- [Mobile Phones – Department Policy](#)
- [Ban, Search and Seize Harmful Items](#)
- [Personal Goods – Department policy](#)