



Mobile Phone Policy

PURPOSE

To explain to our community Glen Eira College's policy requirements, and expectations regarding the safe and appropriate use of mobile phones by students, at school or during school activities.

SCOPE

This policy applies to all students at Glen Eira College.

POLICY

Glen Eira College understands that students may bring a mobile phone to school, particularly if they are travelling independently to and from school or to extra-curricular activities.

While at school, in the buildings or outside on the grounds, at anytime prior to the end of the school day phones must be **switched off and locked securely in the student's locker.**

After the end of the school day (after 3.07pm) students may access their phones as long as they are not in the school building.

MOBILE PHONE USE

Mobile phones must not be used:

- while at school, in the buildings or outside on the grounds, at anytime prior to the end of the school day
- 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 and gym

Students who use their mobile phone in breach of this policy will have their phone confiscated and stored securely at the General Office.

Parents and students needing to communicate with each other during the day can do so through the General Office.

INSURANCE

Students are responsible for their mobile phone. Please note that the Glen Eira College does not have accident insurance for accidental property damage. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items, including mobile phones that may be brought to school. Students are responsible for items brought to school.

CAMPS AND EXCURSIONS

Students will not be allowed to bring their mobile phones on overnight school camps or excursions. Glen Eira College will provide students and their parents and carers with information about items that can be brought to special activities and events.

FURTHER INFORMATION AND RESOURCES

- Student Wellbeing and Engagement
- Personal Property Policy
- Personal Accident and Personal Property Insurance Policy
- Internet and Social Media
- Bullying Prevention Policy
- School Policy and Advisory Guide: [Students Using Mobile Phones](#)