



MONTMORENCY  
SECONDARY COLLEGE

## MONTMORENCY SECONDARY COLLEGE MOBILE DEVICE GUIDELINES

### PURPOSE

To explain to our College community Montmorency Secondary College's policy requirements and expectations regarding students' safe and appropriate use of personal mobile devices.

### SCOPE

This policy applies to:

- all students at Montmorency Secondary College
- all personal mobile devices that have not been approved by Montmorency Secondary College for the purpose of carrying out and engaging in the teaching and learning of the curriculum.

### DEFINITIONS

Personal mobile devices are portable computing and communication devices, such mobile phones and smartphones.

### GUIDELINES

Montmorency Secondary College acknowledges that students may choose to bring a personal mobile device to school if they have been granted an exception to the policy.

Parents who wish to contact students will be able to do so via the school office during school hours.

*Wearable devices (any device capable of receiving notifications) must have any external communication turned off including notifications, messaging and calls.*

### INSURANCE

Students are responsible for their own personal mobile device. Montmorency Secondary 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 personal mobile devices that may be brought to school. Students are responsible for items brought to school. Mobile phones owned by students are brought to school at the owner's own risk. Please refer to the Department's Personal Goods policy for further information.

## **CAMPS AND EXCURSIONS**

Montmorency Secondary College will provide students and their parents/carers with information about items that can or cannot be brought to camps, excursions, special activities and events, including personal mobile phones and other personal mobile devices.

## **IMPLEMENTATION**

During school hours, personal mobile devices must be switched off, and securely locked away in student lockers before homegroup in the morning. Students are not permitted to access their personal mobile devices during class time, including recess or lunch time, unless they have been granted permission from a supervising teacher or have been granted an exception to this policy by the Principal.

Students who use their mobile device inappropriately at school may be issued with consequences consistent with our schools *Student Wellbeing and Engagement and/or Bullying Policies*.

In some circumstances, students' personal mobile devices may be confiscated and stored in the office safe. In these circumstances, the mobile device will usually be returned to the student or their parent/carer at the end of the school day.

Ongoing breaches of the Mobile Phone Policy may result in the Principal revoking a student's permission to bring a mobile phone to school.

## **EXCEPTIONS:**

Exceptions to this 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.

Exceptions can be granted by the Principal.

Parents will be asked to apply for an exception and to provide supporting documentation. Where an exception is granted, the student can only use the mobile phone for the purpose for which it was granted.

*These guidelines will be reviewed annually together with our Montmorency Secondary College Mobile Phone policy.*