



LYNDHURST
SECONDARY
COLLEGE

MOBILE PHONES AND ELECTRONIC DEVICES – STUDENT USE



Help for non-English speakers

If you need help to understand the information in this policy please contact Lyndhurst Secondary College on 5996 0144.

PURPOSE

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

SCOPE

This policy applies to:

1. All students at Lyndhurst Secondary College; and
2. Students' personal mobile phones and headphones 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.

Headphones refers to small loudspeaker devices that are either wired or wireless (e.g AirPods).

School grounds refer to inside the boundary fence.

POLICY

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

At Lyndhurst Secondary College:

- Mobile phones and headphones must not be used whilst on school grounds during the school day. Mobile phones and headphones are to be put away before entering the school site and not to be taken out until students have exited the school site at the end of the day.
- Mobile phones must be switched off, and locked securely in the student's locker when on site.

- Students in possession of, or using their mobile phones or headphones will have them confiscated and locked securely in the administration office. It will usually be returned to the student or the parent/carer at the end of the school day.
- Students are not permitted to access their mobile phones or headphones during lunchtime, recess or any other break times and whilst on school grounds.
- The use of headphones with laptops, is not permitted in class or between class, unless under the instruction of a teacher when being used for educational purposes.
- The College strongly advises that for safety reasons headphones are not used when students are travelling to and from school, eg. walking, riding a bike, moving on and off buses.
- When emergencies occur, parents or carers should reach their child by calling the school's office on 5996 0144.

Personal mobile phone use

In accordance with the Department's [Mobile Phones — Student Use Policy](#) issued by the Minister for Education, personal mobile phones must not be used at Lyndhurst Secondary College on at any time when on school grounds, including before school, recess, lunchtime or after school unless an exception has been granted.

Where a student has been granted an exception, the student must use their mobile phone or headphones for the purpose for which the exception was granted, and in a safe, ethical and responsible manner.

Secure storage

Mobile phones and headphones owned by students at Lyndhurst 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 or headphones to school unless there is a compelling reason to do so. Please note that Lyndhurst 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 [Claims for Property Damage and Medical Expenses policy](#).

Where students bring a mobile phone or headphones to school, Lyndhurst Secondary College will provide secure storage in the form of a locker that can be locked. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Lyndhurst Secondary College students are required to store their phones and headphones in lockers and are not to kept on their person.

Enforcement

Students who use their personal mobile phones or headphones at Lyndhurst Secondary College will be issued with consequences consistent with our school's Student Wellbeing and Engagement policy.

At Lyndhurst Secondary College inappropriate use of mobile phones and headphones is **any use when on site**, unless an exception has been granted, and particularly using of a mobile phone:

- 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

Consequences for mobile phone or headphone use whilst on site at Lyndhurst Secondary College is as follows:

- 1st Breach – Phone or headphones confiscated and warning
- 2nd Breach – Phone or headphones confiscated and lunch time detention
- 3rd Breach – Phone or headphones confiscated and after school detention
- 4th Breach – Phone or headphones confiscated and Principal’s detention
- Ongoing Breaches – Phone or headphones confiscated and further consequences which may include suspension

If a student has their mobile phone or headphones confiscated they can collect these from the front office at the end of the day. These breaches reset at the start of each semester. Refusal to follow preconditions will result in additional consequences which may include withdrawal from class and yard and detention.

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.
- can be granted by the Principal, or by the teacher for that class, in accordance with the Department’s [Mobile Phones – Student Use Policy](#).

The three categories of exceptions allowed under the Department’s [Mobile Phones – Student Use 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 or headphones for the purpose for which it was granted.

Camps, excursions and extracurricular activities

Students may be permitted to bring electronic devices (such as iPads, iPods, mobile phones) on camps, excursions and extracurricular activities. This will be communicated to students prior to the event. Electronic devices are only to be used during times set by the teacher in charge. Students are responsible for the care of any personal electronic device brought to a camp or excursions and the school will not be responsible for lost or damaged devices.

Exclusions

This policy does not apply to

- Out-of-school-hours events
- Travelling to and from school
- Wearable devices
- Students undertaking workplace learning activities, e.g. work experience
- Students who are undertaking VET in off-site location
- Students who undertaking SBATs in off-site locations

COMMUNICATION

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

- Available publicly on our school's website
- Hard copy available from school administration upon request

RELATED POLICIES AND RESOURCES

- *Lyndhurst Secondary College Student Engagement Policy*
- [Mobile Phones — Student Use Policy](#)
- [Weapons — Banning, Searching and Seizing Harmful Items](#)
- [Claims for Property Damage and Medical Expenses policy](#)

POLICY REVIEW AND APPROVAL

Policy last reviewed	February 2023
Consultation	School Council February 2023
Approved by	Principal
Next scheduled review date	February 2025