



Aldinga  
Payinthe  
College.

**Policy**  
*Mobile Phone and Personal Devices*





Our college pillars: Inspire, Connect and Belong, shape our Way of Being and highlight how we relate to each other and our environment, respond to the aspirations of our community and design our learning. Our Mobile Phone and Personal Devices Policy reflects this context.

## **RATIONALE**

The Mobile Phone and Personal Devices Policy is grounded in the college's Way of Being and based on the Department of Education's [Student use of mobile phones and personal devices policy](#).

## **SCOPE**

This policy applies to all learners from preschool to year 9 while at the college or attending an authorised college activity during college hours such as an excursion.

## **BACKGROUND**

As a college community, we seek to inspire learners (children and young people) to become informed, safe, respectful, and responsible digital citizens. The unregulated presence of mobile phones and other personal devices, including smart watches, in the learning environment can undermine learners' capacity to think, learn and regulate emotion. The removal of mobile phones and personal devices during college hours eliminates this distraction enabling learners to engage in a more focussed, positive, and supported environment.

## **MOBILE PHONE AND PERSONAL DEVICES USE**

Preschool to year 9 learners at the college are not permitted to use their mobile phones and personal devices, including smart watches, during college hours. The Department for Education and the college recognise there are legitimate reasons for learners to bring a mobile phone or personal device to college. These may include:

- to ensure their safety while travelling
- parents can contact them outside of college hours.

At the beginning of the college day all personal devices must be switched off or muted before being stored. Learners will not be able to access their device until the end of the college day.

## **STORAGE OF MOBILE PHONES AND PERSONAL DEVICES**

Personal devices, including smart watches, must be kept locked in lockers during college hours. The college takes no responsibility for personal devices brought to the college.

## ROLES AND RESPONSIBILITIES

### College Staff

- Model appropriate use of mobile phones and support learners and families to understand the importance of safe, responsible, and respectful use of mobile phones and personal devices.
- Use iPads and walkie talkies as communication tools in the first instance while at the college.
- Limit personal mobile phone use to break times and preferably not in sight of learners.
- Ensure personal networks have access to the college main reception phone number in case of an emergency.
- In case of an emergency, a member of the college leadership will help facilitate communication.
- Take steps to minimise distractions from the non-educational use of personal devices in the learning environment.
- Respond to instances of non-compliance in line with the college's policy.
- Report and respond to incidents of inappropriate use of personal devices in line with department policy and procedures.
- Ensure any learner personal devices handed into their care are stored in a secure location with the Connect teacher and returned to the learner or a family member.
- Connect teachers should communicate misuse to the family.

### Learners

- Comply with the requirements of the college's policy to keep a mobile phone and other personal devices, including a smart watch, in their bag and locked in their locker while at the college.
- Follow all reasonable directions from college staff, such as a request for handing the mobile phone or other personal device over, if not kept in their locker, and collecting it from the designated facility at the end of college day.
- Communicate respectfully with others and do not use a mobile phone or other personal device to bully, harass or threaten another person.
- Respect others' rights to privacy and do not take photos, film, or audio records of other people without their knowledge or permission.

### Families

- Support the implementation of the college's policy, including the consequences for non-compliance with the policy.
- Use the college's formal communication channels in all instances to communicate with the college, including where their child requires early collection from the college.
- Encourage their child to always report to a college staff member in the first instance if they become unwell or experience an issue at the college.
- Recognise the important role they play in supporting their child to use their mobile phone or other personal device in a safe, responsible, and respectful way.

## SUPPORTING INFORMATION

The following college policies are relevant to the implementation of the Mobile Phone and Personal Devices Policy:

- [Behaviour Support Policy](#)
- [Bullying Prevention Policy](#)
- [Digital Cyber Safety Policy](#)

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**Government  
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Department for Education

**Proud to learn on Kurna Land.**

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