



Belmont High School  
'Strive for the Highest'

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# Mobile Phones Policy

Policy Status: Final

Document Owner:  
Principal

Authorised by: Principal  
and Leadership Team

Date of issue: 25th August 2022

Review Date: August 2023

Version 2

## PURPOSE

To explain to our school community the Department's and Belmont High School's policy requirements and expectations relating to students using mobile phones and other personal mobile devices during school hours.

## SCOPE

This policy applies to:

- All students at Belmont High School.
- Students' personal mobile phones and other personal mobile devices brought onto school premises during school hours, including recess and lunchtime.

## DEFINITIONS

**A mobile phone or a non-educational mobile device** is a device with access to a cellular (telecommunication) system, with or without a physical connection to a network.

## POLICY

Belmont High School understands that students may bring a personal mobile phone or other non-educational mobile device to school, particularly if they are traveling independently to and from school.

At Belmont High School:

- Students who choose to bring mobile phones or other non-educational mobile devices to school must have them switched off and securely stored in their locker during school hours.
- Parents or carers should reach their child by calling the school's office.

### Personal mobile phone use

In accordance with the Department's [Mobile Phones Policy](#) issued by the Minister for Education, personal mobile phones must not be used at Belmont High School during school hours, 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.

Students studying at Belmont High School from other schools (eg: VET) are expected to comply with the school's Mobile Phone Policy.

### Secure storage

Mobile phones or other non-educational mobile devices owned by students at Belmont High School 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 other non-educational mobile device to



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school unless there is a compelling reason to do so. Please note that Belmont High School 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 Belmont High School's [Personal Property Policy](#).

Where students bring a mobile phone or other non-educational mobile device to school, Belmont High School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Belmont High School, students are required to store their phones in their lockers, and it is student's responsibility to ensure that their locker is locked at all times.

## Enforcement

Students who use their personal mobile phones or other non-educational mobile devices inappropriately at Belmont High School may be issued with consequences consistent with our school's existing *Student Wellbeing and Engagement Policy*.

At Belmont High School inappropriate use of mobile phones is **any use during school hours** unless an exception has been granted.

**Consequence:** The mobile phone or other non-educational mobile device will be confiscated and brought to the general office. An automated email to parents will occur and the parents must then contact the school. Where students have relinquished their mobile phones or other non-educational mobile device to school staff, they will be returned to the student or parent/carer at the end of the school day.

Students who use their personal mobile phones or other non-educational mobile devices inappropriately at Belmont High School will be instructed by staff to hand over the phone. If a student refuses to hand over the phone, the relevant disciplinary provision within the student code of conduct will be enforced.

## Exceptions

Exceptions to the policy can be granted by the Principal in accordance with the Department's [Mobile Phones — Student Use Policy](#).

## Exclusions

This policy does not apply to:

- Travelling to and from school
- Students undertaking workplace learning activities (e.g. work experience)
- Students undertaking VET classes off school site

## RELATED POLICIES AND RESOURCES

Belmont High School Links

- [Personal Property Policy](#)
- [Student Engagement and Wellbeing Policy](#)
- [Bullying Prevention Policy](#)



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## Department Policy Links

- [Mobile Phones – Department Policy](#)

## **REVIEW CYCLE AND AUTHORISATION**

This policy was ratified by the Principal and Leadership Team and last updated on 25th August 2022. The policy is scheduled for review in August 2023.

Signed: \_\_\_\_\_ (Principal)