

This Agreement was last updated **12 August 2019**.

Any student wishing to carry a mobile phone to school **MUST** read this *Acceptable Use Procedures* with their parents/carers, and sign and return the **Mobile Phone Acceptable Use Agreement**.

## RATIONALE

Eagle Vale High School acknowledges that for many parents, mobile phones are a valuable safety measure for their children while travelling to and from school. We also recognise however, that the use of mobile phones during class time can create both disruption to learning and an atmosphere of insecurity where outsiders can be encouraged to approach the school. These procedures attempt to recognise these conflicting concerns.

Devices such as Portable Bluetooth Speakers disrupt learning in the classroom and are not a necessary item. As such, any student that brings a Potable Bluetooth Speaker (or other type of speaker), will be directed to surrender the device. (see Portable Bluetooth Speaker Policy & Procedures)

## AIMS

To minimise disruption to the learning of all students and create a safe school environment.

## MOBILE PHONE ACCEPTABLE USE PROCEDURES

- Mobile phones are permitted for use in the school grounds before school and during recess/lunch breaks;
- Security and responsibility of mobile phone devices is the responsibility of the owner;
- The school accepts no responsibility for replacing lost, stolen or damaged mobile phones;
- A mobile phone that is found should be handed to the administration office;
- **Mobile phones are to be on silent or switched off during class time** (except under teacher instruction);
- Mobile phones are **NOT** to be used during class time in any manner that is disruptive to the normal routine of the school;
- Parents are required to call the school landline 4626 5088 for all communication purposes. Similarly, a student that needs to contact home will seek permission from a Deputy Principal to use a school phone;
- Mobile phones are not to be used to photograph or record any person without their approval;
- Mobile phones are not to be used to threaten, bully, intimidate or harass other people;
- A breach of this policy may lead to further consequences.

## CONSEQUENCES FOR MISUSE

**If a student is found using a mobile phone during class time then the following procedures will be implemented:**

- A non-verbal cue to put away the phone  
(this could be followed up with a verbal cue)
- If the student complies: the lesson continues without further reference
- If the student does NOT comply: the teacher will remind student of the *Acceptable Use Policy*

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**If a student refuses the instruction or is again found to be using the device, the student will be directed to surrender the device:**

- Teacher will issue a ***Mobile Phone Surrender Slip*** and direct the student to report to the front office.
- The student will turn off the device and place it in an envelope with name clearly marked.
- The ***Mobile Phone Surrender Slip*** will be signed and returned to the student to verify that the device has been surrendered.
- The device will be secured in the strong room to be collected at the end of the school day (or other approved time no later than 3:15 pm).
- The teacher will enter the incident on SENTRAL. => Negative Incidents => Mobile Phone Breach

### **Breach of the Mobile Phone Acceptable Use Procedures**

**First Breach** (per lesson):

- non-verbal cue
- reminder *Acceptable Use Agreement*

**Second Breach** (per lesson):

- student issued a *Mobile Phone Surrender Slip*
- student directed to report to the front office to surrender device
- notification to HT of Faculty  
=> Letter of Caution: Mobile Phone Acceptable Use Agreement + Phone contact with parent

**Refusal to Cooperate**

- notification to Head Teacher of Faculty  
=> Letter of Caution (Mobile Phone Acceptable Use Agreement)  
=> Phone contact with parent

**Further Breach following a previous Letter of Caution** (per subject)

- student issued a *Mobile Phone Surrender Slip* & directed to report to the front office to surrender device
- notification to DP of House
- DP to negotiate alternate arrangements with student & parent  
e.g. hand-in at start of day, banned from having device for remainder of term



## **MOBILE PHONE ACCEPTABLE USE AGREEMENT**

**Students must read and sign the *Mobile Phone Acceptable Use Agreement* in the company of a parent or caregiver.**

I agree that I will abide by Eagle Vale High School's *Mobile Phone Acceptable Use Agreement* and that:

- ✓ I will only use my mobile phone before school and during recess/lunch breaks.
- ✓ I will have my phone on silent/switched off and out of sight during all classes.
- ✓ I will not use my mobile phone to disrupt the learning of others.
- ✓ I will not use my phone to take photograph or record any person without their approval.
- ✓ I will not use my phone to bring harm to others or that is a breach of any law.
- ✓ I will following teachers directions immediately if asked to put my phone away.
- ✓ I will follow school processes for incorrect use of my mobile phone.
- ✓ I acknowledge that I bring my mobile phone to school at my own risk and the school cannot be held responsible if my device is lost, stolen or damaged

### **Parent/Caregiver**

I understand that my child will be responsible for abiding by the Eagle Vale High School's *Mobile Phone Acceptable Use Agreement*. I have read and discussed this document with my child and understand the responsibility they have in the use of their mobile phone device.

|                          |                      |             |                      |
|--------------------------|----------------------|-------------|----------------------|
| <b>Student Name</b>      | <input type="text"/> | <b>Year</b> | <input type="text"/> |
| <b>Student Signature</b> | <input type="text"/> | <b>Date</b> | <input type="text"/> |

|                         |                      |               |                      |
|-------------------------|----------------------|---------------|----------------------|
| <b>Parent Name</b>      | <input type="text"/> | <b>Mobile</b> | <input type="text"/> |
| <b>Parent Signature</b> | <input type="text"/> | <b>Date</b>   | <input type="text"/> |

**Please complete and return this form to the front office**