MOBILE PHONE POLICY

PURPOSE

This policy outlines the requirements of the Departments and Tallangatta Secondary College 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 Tallangatta Secondary College who chose to bring a personal mobile phone and other personal mobile devices brought onto school premises during school hours, including recess and lunchtime.

DEFINITIONS

For the purpose of this policy **"mobile phone"** refers to mobile phones and any device that may connect to or have similar functionality to a mobile phone such as smart watches.

School hours refer to 8.45am – 3.22pm or when students are onsite for educational activities/events.

POLICY

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

At Tallangatta Secondary College

- Students who choose to bring mobile phones to school must have them switched off and securely stored during school hours
- Exceptions to this policy may be applied if certain conditions are met (see below for further information)
- When emergencies occur, 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 — Student Use Policy issued by the Minister for Education, personal mobile phones must not be used at Tallangatta Secondary College 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.

Secure storage

Students are encouraged not to bring a mobile phone to school unless there is a compelling reason to do so. Mobile phones brought to the College are at the owners (student's or parent/carer's) risk.

Tallangatta 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.

Where students bring a mobile phone to school, College will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. Students who choose to bring mobile phones to Tallangatta Secondary College must have them switched off and handed to staff to be secured during the school day. Students arriving late must have their phone switched off and handed to the front office.

Enforcement

Students who use their personal mobile phones or other personal mobile device inappropriately will be asked to relinquish their phone or device and their parent called to collect the phone. Where this is not possible, the phone will be returned to the student but the parent may be invited to attend a meeting at the school to discuss a coordinated approach to managing the students phone at school.

Students who refuse to relinquish their phone to school staff when asked will be issued with consequences consistent with our school's existing Student Wellbeing and Engagement Policy.

At Tallangatta Secondary College, **inappropriate use of mobile phones or other personal mobile device mobile devices is any use during school hours**, unless an exception has been granted, inappropriate use of the mobile phone outside the purpose for which it was granted.

Exceptions

Exceptions to the policy:

- may be applied during school hours if certain conditions are met, specifically,
    - Learning related exceptions
    - Health and wellbeing-related exceptions
    - managing risk when students are offsite.

Parents wishing to apply for an exemption must arrange for a Student Support Group (SSG) meeting to discuss the reason for exemption and guidelines of use if granted. **Where an exception is granted, the student can only use the mobile phone for the purpose for which it was granted**.

Camps, excursions and extracurricular activities

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

Headphones, ear buds and airpods

To ensure a positive and respectful school climate where all students demonstrate respect for themselves, their peers, their teachers and members of the school community, the following expectations will be in place:

- At no time should students be wearing headphones, ear buds, and air pods during recess and lunchtime or walking to and from class. Headphones, ear buds, and air pods should be kept in the students' pencil case / locker.

- Students must ask their teacher for permission to use headphones, ear buds, and air pods in classrooms.

For private study in the Senior Study Centre, students must ask the supervising teacher first. Please note – the College aims to provide a quiet productive study environment. Studies have shown that listening to music while studying can hinder learning

- Some students are sensitive to loud noises and where their individual education plans or behaviour support plans require the use of noise cancelling headphones, ear buds, and air pods these students will be exempt.

In the event a student is wearing headphones, air pods, or earbuds during inappropriate times, the teacher will ask the student to remove the item and place it in their pencil case / locker. The teacher will record the incident on Compass. Students who refuse to remove and return the item to their pencil case / locker when asked will be issued with consequences consistent with our school's Student Wellbeing and Engagement Policy.

Consequences for ongoing inappropriate behaviour will involve withdrawal, loss of privileges or suspension.

Parents/guardians are reminded that any personal item/property that is brought to school by a student is the responsibility of the student and is not the responsibility of the school and is not covered by school insurance.

Meta Glasses and Wearable Technology

To maintain privacy, safety, and a focused learning environment, Meta glasses (including Meta smart glasses) and similar wearable recording devices are not permitted to be worn or used by students at school, on school camps, or during excursions.

- These devices must not be brought to school.
- Like other recording devices, unauthorized use of wearable technology to capture images, video, or audio is a breach of school privacy and digital safety protocols.

Exclusions

This policy does not apply to

- Out-of-School-Hours Care (OSHC)
- Out-of-school-hours events
- Travelling to and from school
- Wearable devices
- iPads and all other personal devices
- Students undertaking workplace learning activities, e.g. work experience
- Students who are undertaking VET

Communications

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

- Available publicly on our school's website (or insert other online parent/carer/student communication method)
- Included in staff induction processes and staff training
- Included in school newsletter
- Included in staff handbook/manual
- Discussed at annual staff briefings/meetings

- Included in transition and enrolment packs
- Discussed at parent information nights/sessions
- Hard copy available from school administration upon request
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POLICY REVIEW AND APPROVAL

Policy last reviewed	18th March 2026
Consultation	School Council
Approved by	Principal
Next scheduled review date	March 2029