WESTERN AUSTRALIAN COLLEGE of AGRICULTURE
Narrogin
RTO 50506

Mobile Phone Policy

POLICY
The Department of Education does not permit student use of mobile phones in public schools unless for medical or teacher directed educational purposes. For the purposes of this policy, mobile phones include smart watches, other electronic communication devices, and associated listening accessories, such as, but not limited to, headphones and earbuds.

RATIONALE
While we recognise that mobile phones are an integral part of the 21st century life, it is important that we maintain our focus on learning for students and reduce distractions that impact students' academic, social, and emotional well-being while at school.

POLICY RULES
Students are banned from using mobile phones from the time they arrive for the school day to the conclusion of the school day unless the student has been granted an exemption or the following uses of mobile phones:



to monitor a **health condition** as part of a school approved documented health care plan



for a particular **educational purpose** under the direct instruction of the teacher



with **permission** from the teacher for a specified purpose

BREACH OF RULES
All phone breaches are lodged on Compass to alert parents/caregivers. In any instance where a student is using a mobile phone in the classroom or during the school day, the following process will be followed:



1st BREACH
students will collect their phone back at the end of the day from the Head of Class, Trades or Farm (as applicable).



2nd BREACH
Students will collect their phone from the Deputy Principal at the end of the day.



3rd BREACH
For day students, a parent will need to collect their child's phone from Administration.

For residential students, students will be expected to hand their phone in to Residential or Student Services staff at the start of the school day, and collect it only after 3pm or 4pm (depending on section) for the remainder of that week.

Any further breaches will incur the possibility of a suspension.
All phone breaches are logged on Compass to alert parents.
All communications between parents and students, during school hours, should occur via the school administration. Students who use a mobile phone to film a fight (including distribution or uploading of images and videos), will receive a suspension as per The Minister's Statement on School Violence.

Mobile Phone Guidelines

Students are not permitted to have mobile phones in their possession during the school day. Smart watches must be in 'aeroplane mode' so phone calls and messages cannot be sent or received during mealtimes, during classes and for Residential students during prep and after lights out.

Residential students are allowed to use electronic devices, including phones, during their time in the Residence. They are asked not to use mobile phones during mealtimes to encourage positive behaviour and interactions in a social setting. Phones cannot be used after lights out to ensure good sleeping habits for our students. Signage around the college and on occasion through Residential staff, will remind students to leave their phones in the dorms. Students will have the opportunity to hand their phones into staff at the start of the day if they still have a phone in their possession. If a student is found to have a phone on them during the school day, it will be confiscated as per the College Mobile Phone Policy.

Within permitted usage time, mobile phones and devices are not to be used for accessing or forwarding inappropriate material. The use of electronic devices to harass or intimidate is not acceptable and will be treated as bullying. Distributing to third parties visual, audio, or written material that is designed or likely to cause offence, to harass or to intimidate will be treated as a serious offence. The length and type of consequence will depend on the nature of the recording and the level of distribution.

The College takes no responsibility for mobile phones or any other electronic personal items that are lost, stolen or damaged. Students are encouraged to report lost or stolen items to staff.

Parents/caregivers of any Residential student may request to have their child's phone collected overnight.

Students who breach expectations around mobile phones:

- **First breach -** students will collect their phone back at the end of the day from the Head of Class, Trades or Farm (as applicable).
- **Second breach -** students will collect their phone from the Deputy Principal at the end of the day.
- **Third breach –** For day students, a parent will need to come and collect their child's phone from Administration.
  For residential students, they will be expected to hand their phone in to Residential or Student Services staff at the start of the school day and collect it only after 3pm or 4pm (depending on section) for the remainder of that week.

Student Expectations for Day and Residential Phone Use

I, _____ wish to apply for permission for my
(Parent Name)

son/daughter _____ to have a mobile phone on site.
(Student Name)

I UNDERSTAND AND AGREE THAT:

1. My mobile phone will be left in my room (Residential Students) or handed in to the front office (Day Students) during the school day.
2. I understand if I have my phone with me during the school day or use it inappropriately during Residential time it will be confiscated.
3. My phone and its number must be placed on a college register. I must advise of any changes to phone and or phone numbers on the correct forms and submit it to the Administration Office.
4. Ownership of my phone must be easily identifiable either by tags or permanent stickers.
5. My parents are advised to check compliance by checking phone records.
6. The college takes no responsibility for mobile phones that are stored, lost or damaged while at the College.
7. Any inappropriate phone use will progress through the behaviour management policy and will result in the phone being confiscated. The decision to confiscate and duration will be at the Principal's or Deputy Principal's discretion.

Phone Make _____ Model _____

Identifying Mark/Colour _____ Phone No _____

Signed _____ Date _____
(Parent)

Signed _____ Date _____
(Student)