

## Policy – Mobile Phones

### 1. Context/Purpose:

The Department of Education has issued a policy for the use of mobile phones in all NSW Public Schools that begins in Term 4 2023.

#### The policy states:

- Students are not allowed to use mobile phones at school, including recess and lunch.
- Principals will manage individual requests from parents and/or carers, and students, for any exemptions to the policy.
- Principals may allow students to use mobile phones in specific circumstances, such as for an educational purpose, to achieve student health and wellbeing outcomes, or as part of reasonable adjustment to enable students with specific needs to participate in education on the same basis as other students.
- More information on the policy:  
(<https://education.nsw.gov.au/policy-management-schools/student-use-of-mobile-phones>)

## Management Plan

### 1. Our School's Approach:

Dubbo School of Distance Education supports the restrictions of mobile phones in accordance with the NSW Department of Education: Students' Use of Mobile Phones in Schools policy.

- Mobile phone use in schools can impact student learning and wellbeing. Restricting mobile phone use at school aims to increase focus in classrooms, remove distractions and promote positive social interaction, while reducing the potential for online bullying.
- Dubbo School of Distance Education has strong teaching and learning practices to support students in the classroom using various forms of appropriate technology, which maximises the benefits and minimises the risks of digital environments and prepare students for life beyond school.
- We foster a safe learning environment which supports and enhances each child's social and emotional health through our wellbeing and learning support teams.

### 2. Exemptions:

Dubbo School of Distance Education understands there may be students who have a medical, wellbeing or learning need which will require them to access a mobile phone as defined in this plan:

- Exemptions to any part of this procedure may apply for some students in some circumstances.
- Parents and carers can request an exemption, and these will be considered on a case-by-case basis and granted when required by law or at the Principal's discretion. All exemptions will require relevant supporting documentation e.g. Medical letter from supporting doctor.
- Any granted exemptions will be documented on school records for all staff to access and support.

### 3. Contacting Students:

Dubbo School of Distance Education understands there will always be emergencies when parents need to get in contact with students or vice versa during the school day. We try to keep this to a minimum, with the exception of emergencies, to avoid disturbing the students' learning.

- Parents and carers can contact the school through the school office by phoning **02 5804 7000** during school hours of 8.30am to 3.30pm and the **School Mobile 0484 011 996** after school hours.
- Students will also be able to contact parents or carers through the school office if urgent during the school day.

Provisions for contacting parent/carers during after school hours will be made with supervising teachers.

### DSODE Policy:

Mobile phones and other non-educational electronic devices are **banned** within the school premises, this includes classrooms and outdoor/playground areas.

When at school all mobile phones and non-educational electronic devices must be switched off and placed in the lockers provided. This includes all wired and unwired headphones and speakers.

We prefer that students do not have phones at school. However, we realise that students may be in possession of mobile phones for a variety of reasons and therefore the school has adopted the following policy:

- Students are discouraged from bringing mobile phones to school.
- Mobile phones must be presented to supervising teachers so that they can be locked away on arrival.
- Lockers will be located in the school's learning centre, and the hostel.
- During the school day, supervising teachers are responsible for allowing students access to their mobile phone for what is deemed educational purposes **ONLY**, determined by the supervising staff member.
- During overnight stays at residentials, there will be allocated and supervised periods of time when students can access their mobile phones to contact parents/carers. These times will be communicated in the residential notes and may vary according to activities undertaken by students after hours.
- Supervising staff members during out-of-school hours will be responsible for student access during designated times.
- The school accepts no responsibility for mobile phones that are brought to school and **will not** investigate their loss or theft.

When students **do NOT comply** with the policy:

- **A device seen or heard** – the device will be confiscated by staff. The student may collect their device after the final class/activity time. The student and parent/carer will be notified and informed that if their device is confiscated again, the device will only be released to the parent/carer. The student will be placed on a formal warning notification with the Deputy Principal.

## For Parents/Carers and students:

- Mobile phones may only be used before and after school hours;
- Parents are not to contact student mobile phones during the school day.
- Where parent/carer needs to contact their child **during the school day**, they are to contact the school's front office on **02 5804 7000**, and the school will assist in the most appropriate way.
- Where parent/carer needs to contact their child **after school hours** (ie. Residential or workshops), they will need to contact the school **mobile number 0484 011 996** or call their student's mobile during the designated mobile phone usage hours.

This policy should be read in conjunction with:

- [Student use of digital devices and online services](#)
- [Student use of mobile phones in schools procedure](#)
- [Student use of mobile phones in schools](#)

## Policy Review

Policy Dates			
Formulated	2023	Adopted	Sept 2023
Implemented	October 2023	Reviewed	
Next Review date	2024		
Policy Authorisation			
Principal	Debbie Murray	Signature	