

STUDENT MOBILE PHONES AND ELECTRONIC DEVICES POLICY

Attachment/s included:

Other related policies to be read in conjunction:

- Behavioural Management and Support Policy
- Enrolment Policy

Relevant government legislation impacting on policy content:

Endorsed: April 2026

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Electronic devices school provided are a valuable learning tool. For this reason, all students at Blacktown Youth College (BYC) have access to computers to help them learn in all subject areas. With the right to use these devices, comes responsibility. Students must use all electronic devices responsibly and follow all staff instructions about how to use and take care of them.

At BYC we expect you to be a responsible user by:

- Using polite language
- Using computers only for curriculum purposes
- Accepting the limitations the school has placed on the type of internet sites and security structures which can be used
- Not accessing material that school staff, and caregivers' deem to be inappropriate
- Not installing or downloading software
- Not engaging in cyber bullying or any other behaviour which is abusive or otherwise offensive
- Not attempting to bypass the firewalls and internet protocols set by the school

Purpose

The increased ownership of mobile phones requires that all school stakeholders take steps to ensure that mobile phones are used responsibly. The Student Mobile Phone and Electronic Devices Policy is designed to ensure that potential issues, (such as mobile etiquette), can be clearly identified and addressed; ensuring the benefits that mobile phones provide (such as increased safety) can continue to be enjoyed by our students.

BYC has established the Student Mobile Phones and Electronic Devices Policy to provide school staff, students and caregivers with guidelines and instructions for the appropriate use of mobile phones during school hours.

This policy also applies to students during school excursions, camps, and extra-curricular activities.

Responsibility

Mobile phones and other electronic devices are not required at BYC. If students choose to bring mobile phones or electronic devices to school they do so at their own risk. No responsibility for loss, damage, theft or misuse by other students of these items will be accepted by the school.

Therefore:

- students who do not hand the device into the Student Services Coordinator (Hebersham) or the Head of Campus (Lawson), need to understand that no responsibility will be taken by the school to investigate any damage and/or disappearance of any electronic devices,
- it is the responsibility of students who bring mobile phones onto school premises to adhere to the guidelines outlined in this document,
- permission for a student to retain their mobile phone during school hours is contingent upon a student being approved for and adhering to the school's Phone Pass Requirements,
- it is strongly advised that students use security measures (eg pin/thumbprint) to ensure their privacy and that unauthorised phone calls cannot be made on their phones.

Phone Pass Eligibility

A phone pass is a privilege; **NOT** an entitlement. Details of phone pass eligibility are included and agreed to on the school's enrolment form.

Failure to comply with the phone pass requirements **and/or** general school rules may result in the loss of a phone pass. Eligibility is at the discretion of the Deputy Principal (Hebersham) and Head of Campus (Lawson), and may be withdrawn at any time.

Phone Pass Requirements

To maintain possession of a phone pass, the following rules must be followed.

Students:

- Must not use their mobile phone during class time.
- Must not let another student use their phone during class time to make a call or SMS.
- Must put their phone away. Phones are not allowed to be on the desk.

- If any staff member asks for a student's phone they will hand it over immediately and without question.
- Must not play or listen to music in class on their phone or through headphones.
- Will have their phone on silent while in the classroom.

Once lost, a student MUST hand their phone in every morning for 10 attendance days before a phone pass will be reissued.

Any mobiles seen or heard during class time will be confiscated and returned at the end of the school day.

Mobile phones should not disrupt classroom lessons by ringing or beeping. Should there be repeated disruptions to lessons caused by a mobile phone, the student responsible will lose their phone pass and may face disciplinary action in accordance with our Behavioural Management Policy.

Inappropriate conduct

Whilst at school:

Students with mobile phones must not engage in personal attacks, harass another person, or post private information about another person using SMS messages, taking/sending photos or objectionable images, and phone calls. Students using mobile phones to bully other students will face disciplinary actions at school. Caregivers of students affected by any bullying or harassment will also be advised to lodge a complaint with their service provider as this type of behaviour contravenes the Telecommunications Act 1997.

Caregivers should be aware that BYC accepts no responsibility for student's inappropriate use of mobile phones out of school hours but will report any known illegal phone activity to the police.

*** It should be noted that it is a criminal offence to use a mobile phone to menace, harass or offend another person.**