

## Mobile Phones & Personal Audio Devices

Positive Behaviour Support		
School-wide expectations: Mobile Phones & Audio Devices		
Student Expectations	Staff Expectations	Parent/Guardian Expectations
<p>Positive Behaviour Support is a school-wide approach to support and teach expected students and teacher/staff behaviour. All Lakes Entrance teachers/staff and students will use the SWPBS matrix to learn and practice social behaviours that are conducive to a positive school climate. This chart is a teaching tool for the Lakes Entrance Secondary College community.</p> <ul style="list-style-type: none"> <li>Mobile phones must be either switched off or placed on silent mode during and between lessons. They must be in school bags. If lockers are available, bags and phones should be in lockers.</li> <li>Students are reminded that they must go to the General Office to request staff call home when they are unwell and need approval to leave school.</li> <li>Students may (if they choose) use their phones during recess and lunchtime however they must not use their phones after the first warning bell.</li> <li>Mobile phones that are found in the school and whose owner cannot be located should be handed into the General Office.</li> <li>Students using mobile phones to bully other students will face serious disciplinary actions as outlined in the bullying and harassment policy</li> </ul>	<ul style="list-style-type: none"> <li>At individual teacher discretion it may be deemed appropriate for students to use their device as an educational resource. Students will be supervised during these times. Phones and audio devices should not be visible in the classroom without prior consent from a teacher.</li> <li>Be consistent in following the consequences as outlined below this chart.</li> <li>Hand mobile phones to the relevant coordinator when confiscated.</li> <li>Document all breaches of the policy and actions on Compass</li> </ul>	<ul style="list-style-type: none"> <li>Parents are reminded that in cases of emergency the school should be contacted (5155 2982). The office staff will ensure you child is reached as quickly as possible and will assist in an appropriate way.</li> <li>In order to teach our students skills for appropriate use of technology in future, please support your child in making contact only during break times and only when needed.</li> <li>If a student repeatedly uses their phone inappropriately the phone will be confiscated and parents will be contacted by the Coordinator or Assistant Principal to collect the phone.</li> </ul>

Consequences:



**First time: Warning:** Student is requested to place their device in their school bag - minimal conflict. **Document on Compass**

**Second time:** Students who use their phones or audio devices during class without permission and after the first warning will have their phones confiscated by their classroom teacher and handed to a coordinator. Phones can be collected at the end of the school day from the Coordinator's office. **Document on Compass**

**Third time:** If a student repeatedly uses their phone inappropriately the phone will be confiscated and parents will be contacted by the Coordinator or Assistant Principal to collect the phone. **Document on Compass**

**Last Updated:** 19 April 2016

Policy Endorsement & Publication		
<i>The following committees have endorsed this policy/procedure:</i>		
School Council	Signed:	Date:
LESC Leadership team	Signed:	Date:
Policy Review		
This policy is to be reviewed every 2 years.		
Next review	Date:	

