

Fremantle College Mobile Phone Policy

(updated March 2022)

Since 2020, the use of mobile phones in all public schools is not permitted, unless it is for explicit medical or educational use and/or as directed by the school. This policy extends to the use of smart watches and associated listening devices, as well accessories such as headphones and ear buds.

Fremantle College uses this policy and the following guiding principles and procedures to manage student behaviour in regards to mobile phones on site.

The policy statement:

We expect ALL mobile phones for ALL students to be 'off and away all school day'

That is, off and in a student's bag from the start of the school day (8:30am) to the conclusion of the school day (2:50pm).

The only exceptions occur where a student has been granted an exemption for the following use of their mobile phone:

- To monitor a health condition as part of a school approved documented health care plan
- As part of a student's documented learning support plan
- For a particular educational purpose under the direct instruction of a teacher.

What are the expectations regarding mobile phone use at Fremantle College?

- While at Fremantle College, students are the responsibility of the school. All communication between parents and students, during school hours, is to occur via the school's administration or relevant Student Services office. Parents are asked to phone the college number, 9338 8900, if they have urgent information needing to be passed on to their child.
- Mobile phones brought to the college and kept off and out of sight in a student's bag are the students responsibility and at the student's risk. The college cannot accept any responsibility for theft, loss or damage resulting from bringing a mobile phone to school. Fremantle College does not have insurance that covers theft or damage of mobile phones. Students and parents should recognise that mobile phones can be targets for theft and, accordingly, it is encouraged that students do not bring phones to school at all. If they are required, use inexpensive phones for communication.
- Fremantle College does not have the capacity to safely store mobile phones on behalf of students during the day. If a mobile phone is confiscated off a student, it will be carefully stored, however the college bears no responsibility for security of the phone.

What should occur if a student needs a mobile phone to monitor their health condition as part of a school approved documented health care plan or as part of a learning support plan?

- If the use of mobile phone technology is required for medical, mental health support or part of a learning support plan, this is implemented through a documented, negotiated process between parent, student and college staff prior to permission being granted. This includes smart watches and listening devices such as headphones.

The following steps apply:

- Parents are to contact the college with medical professional documentation outlining the need for mobile phone technology as a strategy to manage a medical/mental health condition/learning difficulty.
- Students Services Managers/Learning Support will develop a documented Learning Support Plan and communicate this to teachers. This will be reviewed twice yearly.
- The student will be given a Wellbeing Pass, allowing them to show the teacher their exemption at the time it is required. This will also signal to other students and teachers, albeit subtly, that this student has an authorised purpose for mobile phone use.

What does this policy mean by an “educational purpose” and how will students know when it is allowed?

- The Fremantle College and Department of Education policy recognises that there are times when use of a mobile phone can enhance the learning process. Examples of this include:
 - Taking photos of homework or an explanation on the board
 - Recording a speech, performance or presentation for feedback later
 - To set reminders for tasks that are due as homework
 - To research where a student does not have a laptop
 - Use of Connect, Kahoot and Education Perfect
 - Specific applications used in the Specialist Music program.
- Permission for educational use will be given for parts of a lesson when appropriate and will be clearly, visibly and explicitly indicated to students and permitted for that time period only. Students will know permission is given when:
 - Teachers give a verbal explanation clarifying the limits, purpose and extent of the permission given.
 - A visual cue is given on the whiteboard to ensure all students are aware of the permission, and when it finishes. Students will know “✓When its green, phones can be seen”.

How will breaches of this policy be managed?

We manage breaches of this policy in accordance with the Student Behaviour in Public Schools Policy and Procedures.

The process is outlined below:

Step One First Offence	<ul style="list-style-type: none"> • The teacher (either classroom or duty teacher) reminds the student of the “Off and Away All Day” policy and the student’s phone is confiscated, placed in a yellow envelope, details recorded and handed into the front office. • The student can collect their phone from the front office at the end of the school day.
Step Two Second Offence	<ul style="list-style-type: none"> • The teacher (either classroom or duty teacher) reminds the student of the “Off and Away All Day” policy and the student’s phone is confiscated, placed in a yellow envelope, details recorded and handed into the front office. • The front office clerical will store securely and record the details provided. • The student’s parent/carers will be informed of the confiscation. • The student can collect their phone from the front office at the end of the school day.

Step Three Third Offence	<ul style="list-style-type: none"> • The teacher (either classroom or duty teacher) reminds the student of the “Off and Away All Day” policy and the student’s phone is confiscated, placed in a yellow envelope, details recorded and handed into the front office. • The front office clerical will store securely and record the details provided. • The student’s parent/carer will be informed of the confiscation and the parent/carer will be required to collect the phone from the front office. • The student’s ‘Good Standing’ will be removed for a period of time as determined by Student Services.
Step Four Fourth Offence	<ul style="list-style-type: none"> • The teacher (either classroom or duty teacher) reminds the student of the “Off and Away All Day” policy and the student’s phone is confiscated, placed in a yellow envelope, details recorded and handed into the front office. • The front office clerical will store securely and record the details provided. • The student’s parent/carer will be informed of the confiscation and the parent/carer will be required to collect the phone from the front office. • The student’s ‘Good Standing’ will be removed for a period of time as determined by Student Services. • A meeting will be held with the student, parent/carer and Student Services in order to organise a plan for intervention and support for the future. This may include a directive to use the school’s ‘Digital Daycare’ service¹ and/or other tools to support their compliance. • Further breaches of the mobile phone policy following this intervention will be outlined in the student’s plan and are likely to include suspension.

What happens if a student refuses to hand over their mobile phone?

If the student **does not** comply with handing over the phone, the teacher will encourage and remind the student of the school’s mobile phone policy. If the student still refuses to hand over their phone, the teacher will inform the student that they will be referring the student, who has not followed instructions, to Student Services for further action.

If this occurs during a break time and the teacher does not know the student’s name, the teacher should take note of the time/location as well as any identifying features of the student and pass this information onto Student Services.

Students who refuse to comply with a teacher instruction to hand over their phone will proceed to Step 4 of the mobile phone policy process.

In conclusion:

We know that many parents support this focus on learning and on ensuring that distractions are kept to an absolute minimum. Students do use their mobile phones for a variety of reasons that are valid and habitual. Therefore, we need to work together to ensure that:

- Students can tell the time on an analogue clock in the classroom, or wear watches.
- Students remember to keep a physical copy of their timetables.
- Students can pay for canteen services using credit/debit cards/cash or use their phones to pay only when inside the canteen.
- Students are provided physical notes by their parents for permission to leave school for appointments or use the school’s absentee text line/email (not done by text or phone call to student’s phone).
- Students who feel tempted to use their phone should be proactive and access the ‘Digital Daycare’ system.
- Students are encouraged to go to their Student Services office if they need to contact parents.
- Upper School Students notify employers of the policy and check/return messages after school hours.

¹ **Digital Daycare.** Student Services will look after students’ phones in a locked cabinet during the day. The students hand their phone into the school officer at Student Services who places it in a named envelope and locks it in a cabinet. The student picks the phone up at the end of the day.