

## MOBILE PHONE AND HEADPHONE POLICY

### POLICY REVIEW AND APPROVAL

Policy last reviewed	September 2022
Consultation	School Council, student representatives and school staff were consulted in June 2022. The school community is also able to access the policy via our website and provide feedback.
Approved by	Principal
Next scheduled review date	September 2026



#### Help for non-English speakers

If you need help to understand the information in this policy please contact the JMSS Office: (03) 9905 1002 or [john.monash.ss@education.vic.gov.au](mailto:john.monash.ss@education.vic.gov.au)

### PURPOSE

#### Information PURPOSE

To explain to our school community the Department's and John Monash Science School's policy requirements and expectations relating to students using mobile phones and headphones during school hours.

### SCOPE

This policy applies to:

1. All students at John Monash Science School and,
2. Students' personal mobile phones [and other personal mobile devices] brought onto school premises during school hours, including recess and lunchtime.
3. Student use of headphones whilst during school hours

### DEFINITIONS

**A mobile phone** is a telephone capable of cellular telecommunication, with or without a connection to a network.

**A headphones** is any of the following devices; headphones, airpods, earbuds. It is a device that is designed to deliver audio information to one individual.

#### Exclusions

This policy does not apply to

- Wearable devices eg fitbits, smartwatches, etc.
- Laptops, tablets and all other personal devices

- Hearing aids or other assistive hearing devices

## **POLICY**

John Monash Science School understands that students may bring a personal mobile phone and headphones to school, particularly if they are travelling independently to and from school.

At John Monash Science School:

- Students who choose to bring mobile phones to school must have them switched off and securely stored in their lockers during school hours
- Students can bring headphones to school, however, they should only use them when deemed necessary and appropriate
- Exemptions to this policy may be applied if certain conditions are met (see below for further information)
- If emergencies occur, parents or carers should reach their child by calling the school's office.

Please note that John Monash Science School does not have accident insurance for accidental property damage or theft. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items. Refer to the (Department's [Personal Goods policy.](#))

### **Personal mobile phone use**

In accordance with the Department's [Mobile Phones Policy](#) issued by the Minister for Education, personal mobile phones must not be used at John Monash Science School during school hours, including lunchtime and recess, unless an exemption has been granted.

Where a student has been granted an exemption, the student must use their mobile phone for the purpose for which the exemption was granted, and in a safe, ethical and responsible manner.

Students who depart school early may only use their phone when off school grounds, unless otherwise given permission.

### **Personal headphone use**

Headphones are required to be kept out-of-sight and in a student's pocket, pencil case, laptop bag or anywhere else that is appropriate for safe storage. Headphones are not to be used during recess or lunchtime, but may be used during class time under the following circumstances;

- A designated study period
- If the teacher has given permission to do so. This could be a teacher directive or a student request.

No student should be wearing headphones whilst teacher instruction is occurring or whilst the class, as a whole, is being addressed or they, individually, are being addressed.

### **Enforcement**

Students who use their personal mobile phones and/or headphones inappropriately at John Monash Science School may be issued with consequences consistent with our school's existing student Behaviour Management Policy and Procedures policy. The use of a mobile phone or headphones in breach of this policy will result in the item being confiscated and stored at the general office until the end of the school day. A chronicle post will also be entered.

## Exemptions

### Headphones

- The school will identify students who might benefit from an exemption or a request might come from a student or their parent/guardian
- can be granted by a member of staff if certain conditions are met, specifically,
  - Health and wellbeing-related exemptions
- exemptions will be documented and viewable on Compass Chronicle
- An ILP created for any student with an exemption

### Mobile Phones

- The school will identify students who might benefit from an exemption or a request might come from a student or their parent/guardian
- can be granted by the principal, or by the teacher for that class, in accordance with the Department's [Mobile Phones Policy](#) if and when the use of a phone is appropriate and essential to a student's learning.
- may be applied during school hours if certain conditions are met, specifically,
  - Health and wellbeing-related exemptions; and
  - Exemptions related to managing risk when students are offsite.

The two categories of exemptions allowed under the Department's [Mobile Phones Policy](#) are:

#### *1. Health and wellbeing-related exemptions*

Specific exemption	Documentation
Students with a health condition	JMSS students who require a mobile phone to monitor a health condition will be identified on Compass and a Chronicle post will be pinned to their Chronicle
Students who are Young Carers	JMSS students who are identified by a PCO will be identified on Compass and a Chronicle post will be pinned to their Chronicle

#### *2. Exemptions related to managing risk when students are offsite*

Specific exemption	Documentation
Travelling to and from excursions	Mobile Phones and Headphones are permitted
Students on excursions and camps	This will be outlined for each camp or excursion in the risk assessment for that event.
When students are offsite (not on school grounds) and unsupervised with parental permission	Mobile Phones are permitted
Students with a dual enrolment or who need to undertake intercampus travel	Mobile Phones are permitted

## **Camps, excursions and extracurricular activities**

John Monash Science School will provide students and their parents and carers with information about items that can or cannot be brought to camps, excursions, special activities and events, including personal mobile phones. Students must only use mobile phones and headphones as stipulated by a teacher, otherwise, they will be in breach of this policy.

## **RELATED POLICIES AND RESOURCES**

- JMSS Behaviour Management Policy and Procedures 2020
- Digital Device Policy
- [Mobile Phones – Department Policy](#)