



CHESTER HILL HIGH SCHOOL

Strength in Unity, Excellence in Education

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School Mobile Phone Policy and Procedure

School Policy and Best Practice advises that students should **NOT** bring mobile phones/iPods to school.
The school takes NO RESPONSIBILITY for lost or stolen phones/iPods.

Students who do bring Phones/iPods to school must follow the DoE (Department of Education) guidelines and the School's Mobile Phone Policy as outlined below.

- ✓ Mobile phones and iPods **must be switched off** and placed **in the student's bag** during school hours. School hours commence from the time they enter school grounds in the morning until they exit the school grounds at the end of the school day OR the conclusion of their last scheduled activity in the afternoon beyond standard school hours.
- ✓ Earphones must not be visible at any time.
- ✓ Mobile phones must be out of sight during school hours. They are not to be used for checking the time, as every classroom has a clock.
- ✓ Mobile phones cannot be used for any reason. If a parent needs to contact their child, they can do so through the front office and a message will be sent to the child. If a child requires assistance or needs to contact a parent they should report to the office

Failure to comply with the policy will result in the following actions by staff:

- If the student uses or touches a phone in class or in the playground, the phone is taken by the teacher.
- The teacher will hand the phone to the office and **parents** will need to come to the school to collect the phone.
- Every time a phone is confiscated and brought to the office the student's name will be recorded.
- The phone will be kept by the school for a period of time equivalent to the number of phone infringements by the student in a calendar year. ie:

The **first** time the phone is confiscated, it may be collected by the parents on the same afternoon. (1 day)

The **second** time the phone is confiscated, it may be collected by the parents the following day in the afternoon. (2 days)

The **third** time the phone is confiscated, it may be collected by the parents 3 days after it was confiscated. (3 days)

PLEASE NOTE that any phone confiscated after midday will be kept overnight, in addition to the number of days outlined based on the number of offences.

- If this behaviour continues, then the student may be suspended for continued disobedience and non-compliance of school rules.
- Complete refusal to hand over a mobile phone is an act of disrespect towards staff members, disruption of school activities and non-compliance of the school rules and the school policy, leading to more serious consequences, including suspension.

I give my son/daughter/ward _____ of Year _____ Roll Call _____

permission to bring his/her mobile phone to school. The mobile phone number is _____

I have read the rules and agree that my child will abide by the school's mobile phone rules.

Parent's day time contact phone number: - _____ (for contact if rules are not followed).

Student's Signature: _____

Parent/Guardian Signature: _____ Date _____

I am a safe, respectful learner who belongs at Cheso

