



# OFF AND AWAY

## SPRINGWOOD HIGH SCHOOL MOBILE PHONE POLICY AND PROCEDURES

### RATIONALE

Springwood High School has implemented an 'Off and Away' mobile phone policy. The 'Off and Away' policy extends beyond the classroom to include all areas of the school including the transition between timetabled classes, before school, recess, lunch, in toilets, and during extra curricular activities, such school sport, excursions and camps.

The 'Off and Away' policy means that student mobile phones are not to be seen or used while on school grounds. If students are in breach of the policy, consequences will apply including confiscation of their device and parent/carer contact.

### SPRINGWOOD HIGH SCHOOL MOBILE PHONE POLICY



#### Off and Away

Students are expected to turn their phone off and put it in their bag while at school. This includes school activities such as sport, camps, and excursions.

#### Healthy Minds and Bodies

The mobile phone policy applies during breaks as well as during class. Students are encouraged to connect with each other and engage in physical activities during breaks.



#### Making Good Choices

Consequences will apply if students choose not to follow the mobile phone policy. This may include temporary confiscation of the device and parent/carer contact.





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### PROCEDURE FOR MISUSE OF MOBILE PHONES ON SCHOOL GROUNDS

#### Level 0

Mobile phone is switched off and stored in school bag. No consequences.

#### Level 1

Mobile phone is seen and/or in use during school hours - 1st incident.

##### **In Class**

Teacher sends student to the Deputy Principal to hand in phone.

Off and Away slip is given to student to take to Deputy Principal. Teacher puts a negative entry on Sentral. Deputy Principal notifies parent.

##### **Out of Class on Grounds**

Teacher on duty notifies Head Teacher on duty. Head Teacher accompanies student to Deputy Principal to hand in phone. Head Teacher puts a negative entry on Sentral. Deputy Principal notifies parent.

#### Level 2

Mobile phone is seen and/or in use during school hours - 2nd incident. Same procedure as Level 1 followed by interview with Principal and formal caution of suspension.

Parents/carers formally notified.

#### Level 3

Mobile phone is seen and/or in use during school hours - 3rd incident. Same procedure as Level 1 followed by interview with Principal and suspension. Parents/carers formally notified.

