



**DARLING RANGE**  
— SPORTS COLLEGE —

# Portable Electronic Devices Policy

Effective date: 1 September 2014

Last update date: 8 November 2024

Policy version no: 8.0

Approved by College Board: 8 November 2024

Review date: 2025

All staff at Darling Range Sports College are responsible for implementing this policy.

For the purposes of this policy, 'mobile phones' includes smart watches and associated listening accessories, such as, but not limited to, headphones and ear buds.

This policy takes effect from the sound of a warning siren at 8.40am, to the time students leave the school grounds at the conclusion of the school day.

As mobile phones are not permitted at school, the College will take no responsibility for the damage, theft or loss of the mobile phone (in part or whole) or any accessories.

### Policy

The Department of Education does not permit student use of mobile phones in public schools unless for a school approved documented health care plan or teacher directed specific educational purpose at a specific time.

It is important to note that it is not a requirement at Darling Range Sports College for students to have a mobile phone at school.

Darling Range Sports College recognises that an increasing number of parents/carers who for safety, security and/or emergency purposes wish to provide their children with mobile phones. This policy details the conditions under which mobile phones may be permitted at Darling Range Sports College and the consequences of breaches of this policy.

### Conditions of Use

The use of mobile phones for all students is not permitted at Darling Range Sports College from sound of the school siren at 8.40am each day to the time students leave school grounds at the conclusion of the school day. Mobile phones should be **'off and away all day'**.

### Exemptions

- Exemptions to this ban include where a student requires a mobile phone:
  - To monitor a health condition as part of a school approved documented health care plan; or
  - with permission of a teacher for a specified purpose. ***That is, a direct instruction given by a teacher in a specific class to a specific student for a special educational activity.***

### Communication

- Smart watches must be in 'airplane mode' so phone calls and messages cannot be sent or received during the school day.
- Darling Range Sports College has duty of care for all students when they are attending the school. All communication between parents and students, during school hours, must occur via the school's administration.

**Breaches of this Policy**

- Teacher management of this policy will be managed in accordance with the *School Behaviour Management Policy and Procedures* and *Good Standing Policy*, utilising CMS strategies.
- Students who do not comply with this policy (are seen with their mobile phone in their hand without any of the exemptions being in place) will have their mobile phone confiscated, placed into a pre-printed envelope, clearly labelled with the date and time, the teacher's name, the student's name and form.

The item will then be handed to Student Services by the confiscating teacher as soon as possible, where it will be logged and stored securely. The student can collect the mobile phone at the end of the school day from Student Services office through the relevant or available Student Services Manager or delegate.

- In the case of repeated breach of DRSC Mobile Phone policy (third infringement), the student's mobile phone will be confiscated, placed into an envelope, clearly labelled with the date and time, the teacher's name, the student's name and form.

The item will then be handed to the Student Services by the confiscating teacher as soon as possible, where it will be logged and stored securely. The administration officer will inform the **parent/carer** and requested to collect the mobile phone from the school at their earliest convenience. Any further discussion will be through the relevant Student Services Manager.

- In the case of further repeated breaches of the DRSC Mobile Phone policy by a student (fourth infringement), the Principal or delegate may direct the withdrawing of the student's mobile phone from the school for a determined period or permanently.

This will require the student to log the device/mobile phone into Student Services at the start of each day and collect it at the end of each day. If the device is essential for the student to engage in lessons, they will be permitted to collect the device as required under teacher direction.

First infringement	Confiscated	Pick up from Student Services	From relevant or available Student Services Manager
Second infringement	Confiscated	Pick up from Student Services	From relevant or available Student Services Manager
Third infringement	Confiscated	Parent advised by administration officer to collect phone or to arrange collection Loss of Good Standing	From relevant or available Student Services Manager
Fourth infringement	Withdrawn	Student must deliver the phone to Student Services each morning BEFORE school and collect it AFTER school	

- The breach will be recorded onto the Student's file.



- If a student refuses to hand the mobile phone over to the teacher:

**Inside Classroom**

Student has mobile phone out, refuses to give it to teacher:			
1. Send runner for the HOLA	HOLA available	HOLA removes student from classroom, takes possession of mobile phone.	If student refuses to hand phone over to HOLA, this will enact an immediate one day suspension.
	HOLA not available	Move to step 2	
2. If HOLA not available, send a runner to Student Services to contact Year Co	Year Co available	Year Co removes student from classroom, takes possession of mobile phone.	If student refuses to hand phone over to Year Co, this will enact an immediate one day suspension.
	Year Co not available, SSM will be sent	If SSM is not available Move to step 3	
3. If Year Co or SSM not available, relevant or available AP will be sent to classroom	AP available	AP removes student from classroom, takes possession of mobile phone.	If student refuses to hand phone over to AP, this will enact an immediate one day suspension.
	AP not available	Student will be followed up as soon as someone becomes available	

**Outside the classroom**

Student has mobile phone out, refuses to give it to teacher: consequences...			
1. Send runner or find duty rover	Rover available	Rover removes student from yard, takes possession of mobile phone.	If student refuses to hand phone over to Rover, this will enact an immediate one day suspension.
	Rover not available	Move to step 2	
2. If Rover not available, contact Student Services to send Year Co or SSM	Year Co or SSM available	SSM removes student from yard, takes possession of mobile phone.	If student refuses to hand phone over, this will enact an immediate one day suspension.
	SSM not available	Move to step 3	
3. If manager not available, relevant or available AP will be sent	AP available	AP removes student from yard, takes possession of mobile phone.	If student refuses to hand phone over, this will enact an immediate one day suspension.
	AP not available	Student will be followed up as soon as someone becomes available	



Last saved/updated: 08.11.2024 changes from AP responsibilities to SSM responsibilities  
10.11.2022 (renamed to Portable Electronic Devices Policy)  
20.12.2019 (named as Mobile Phone Policy)  
08.08.2019  
27.10.2017  
01.09.2016  
20.11.2015  
01.09.2014