

Updated: August 2025

MOBILE PHONE POLICY

PURPOSE

Salisbury East High School's policy is implemented in line with the Department for Education's [Student use of mobile phones and personal devices policy](#), which applies to all government schools. This document provides direction to students, staff, and families about managing personal devices that students choose to bring to school. For the purposes of this policy, personal devices include mobile phones, smart watches and other digital devices that can send or receive messages or calls and/or able to connect to the internet, and personal laptops or tablets that are not owned by the school and have not been brought to school by the student under a separate Bring Your Own Device (BYOD) agreement.

RATIONALE

With the widespread and increasing ownership of mobile phones and other devices among students, it is critical that schools, in partnership with families, provide clear guidance for students to become informed, safe, respectful, and responsible digital citizens. It is the Department for Education's position that access to personal devices during school hours must be managed so that students can be fully present in their learning and in their interactions with their teachers and peers.

The aim of this policy is to help promote:

- Safe environments with reduced negative impacts of inappropriate use of devices at school, such as cyberbullying, exposure to harmful content, and critical incidents that involve mobile phones.
- Classroom environments where teachers can teach, and students can learn, free from distractions caused by personal use of devices.
- Use of breaks as quality time away from screens, encouraging physical activity and play and meaningful face-to-face connections with peers.

PERSONAL DEVICES AT SCHOOL

Students are permitted to bring personal devices to school:

- As a measure to ensure their safety while travelling to and from school.
- So that parents and part-time employers can contact them outside of school hours.
- So they can be contacted about a person under their own care, where applicable.
- To be used during school hours in line with an exemption that has been approved by the school under this policy.

While students are at school, or attending school activities, they must comply with any reasonable directions given by school staff in line with this policy regarding their personal devices. The Department for Education's policy requires all students at all department schools to keep personal devices 'off and away' between the start and end of each school day, and while they are attending school activities off-site, such as camps and excursions.

Students will not be able to access their personal devices at any time during school hours, unless they have received an approved exemption from the school to use the device for a specific, agreed reason. This means both physical access and remote access (e.g. connecting with the personal device via hotspot or using paired headphones).

STORAGE OF PERSONAL DEVICES AT SCHOOL

Students will turn their devices off or place them in flight mode before putting them away. This includes taking off and storing any wearable technology that fits the definition of this policy, such as smartwatches.

Storage of personal devices should always be placed inside school bags. This should be commencing prior to students entering the school gates. As stated above, this includes all phone-related accessories, such as smart watches, earphones and various Bluetooth or paired devices with said phone. These devices should not leave the bag of students until they leave the school grounds upon dismissal.

RESPONSES TO NON-COMPLIANCE

Where students use a personal device at school without an approved exemption, a response will be provided in line with the school's behaviour support policy. Those with an approved exemption will have the exemption reviewed which may result in the exemption being withdrawn.

If a student is seen using a personal device during class, they will be given a warning by their teacher. Further infringements will result in a member of leadership being called. The personal device will then be safely stored in the front office for the rest of the day with the student's name on it. To retrieve their personal device, the student should present to the front office staff at the end of the school day.

If a student has had three or more infractions of phone non-compliance, parents/caregivers will be contacted and advised that the student will need to leave their phone at home or hand it in to the front office each morning for the next five school days. While they will not be able to use their phone during the day, they will have it before and after school as they travel to school.

In yard follow up actions/procedure:

If a personal device is sighted in the yard during school hours, the yard duty teacher will collect the phone or escort the student to the front office where the device will be stored for the rest of the day. To retrieve their personal device, the student should present to the front office staff at the end of the school day.

Failure to comply with the teacher or leader directions is a failure to comply with the behaviour expectations of our site and the normal behaviour management procedures will follow. Where a student's misuse of personal devices is serious, it may be necessary for the school to consider responses in line with the department's suspension, exclusion and expulsion of students procedure, or to contact South Australia Police if the behaviour is suspected to be illegal.

Exceptional circumstances:

Individual students may have extenuating reasons for needing access to their personal device during school hours, such as where:

- the device is used to monitor or help manage a health condition
- the device is a negotiated adjustment to a learning program for a student with disability or learning difficulties
- the device is used for translation by a student with English as an additional language
- the student has extenuating personal circumstances that require them to have more ready access to their personal device, such as being a parent themselves or a primary carer to a younger sibling or unwell family member.

Please contact the school if you need to request an exemption due to exceptional circumstances. These requests will be considered by the principal (or delegate) on a case-by-case basis. If approved, the exemption will be recorded in the student's file or health care/learning plan as appropriate.

This policy has been implemented by the school in line with the Department for Education's 'Student use of mobile phones and personal devices policy'. You can find more information about this policy, and links to further resources for parents about personal devices and online safety, on the department's website: [Mobile phones and personal devices at school \(education.sa.gov.au\)](https://www.education.sa.gov.au/mobile-phones-and-personal-devices-at-school).

If you have any questions or concerns about the department's policy, you can contact the department at:

- Email: education.customers@sa.gov.au or submit an [online feedback form](#)
- Phone: Free call: 1800 088 158

Please contact the school directly to discuss the possibility of an exemption if your child has exceptional circumstances as outlined in this policy.