Mobile Phones – Student Use Policy

Help for non-English speakers
If you need help to understand the information in this policy please contact the School Office on 03 8552 0583 or 03 98713275

Purpose

To explain to our school community the Department's and Avenues Education's policy requirements and expectations relating to students using mobile phones during school hours.

Scope

This policy applies to:

1. All students referred to Avenues Education
2. Student's personal mobile phones

Definitions

A mobile phone is a telephone with access to a cellular (telecommunication) system, with or without a physical connection to a network.

Policy

Avenues Education understands that student may bring a personal mobile to lessons, particularly if they are travelling independently to and from the Program.

At Avenues Education:

- Students who choose to bring mobile phones to the lessons must have them switched off/silent and securely stored during the lesson
- Exceptions to this policy may be applied if certain conditions are met
- When emergencies occur, parents or carers can reach their child by calling the Avenues Education Teacher or Avenues Education School Office.

Personal mobile phone use

In accordance with the Department's Mobile Phones — Student Use Policy issued by the Minister for Education, personal mobile phones must not be used at Avenues Education during school hours, including lunchtime and recess, unless an exception has been granted.

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

Secure storage

Mobile phones owned by students accessing Avenues Education programs are considered valuable items and are brought to school at the owner's (student or parent/carer's) risk. Please note that Avenues Education does not have accident insurance for accidental property damage or theft. Students and their parent/carers are encouraged to obtain appropriate insurance for valuable items.
Refer to the Avenues Education's Personal Property Policy and the Department's Claims for Property Damage and Medical Expenses policy.]
Where students bring a mobile phone to school, they are to ensure it is switched off/silent and securely stored with their personal belongings. Personal belongings are the responsibility of the student and not the school. Avenues Education teachers can provide secure storage facilities for student mobile phones

as needed. Secure storage is storage that cannot be readily accessed by those without permission to do so.

Enforcement

Students who use their personal mobile phones inappropriately at Avenues Education may be issued with a consequence consistent with the school's Student Wellbeing and Engagement Policy.

At Avenues Education inappropriate use of mobile phones is any use during lesson hours, unless an exception has been granted, and particularly if a mobile phone is used:

- In any way that disrupts the learning of others
- To send inappropriate, harassing or threatening message or phone calls
- To engage in inappropriate social media use including cyberbullying
- To capture video or images of people without their permission

Exceptions

Exceptions to the policy:

- may be applied during school hours if certain conditions are met, specifically,
    - Health and wellbeing-related exceptions; and
    - Exceptions related to managing risk when students are offsite.
- can be granted by the Principal, or by the teacher for that class, in accordance with the Department's Mobile Phones — Student Use Policy.

The three categories of exceptions allowed under the Department's Mobile Phones — Student Use Policy are:

1. Learning-related exceptions

Specific exception	Documentation
For students for whom a reasonable adjustment to a learning program is needed because of a disability or learning difficulty	Individual Learning Plan, Behaviour Support Plan, Return to School Plan

2. Health and wellbeing-related exceptions

Specific exception	Documentation
Students with a health condition	Student Health Support Plan
Students who are Young Carers	A localised student record

3. Exceptions related to managing risk when students are offsite

Specific exception	Documentation
When students are offsite (not on school grounds) and unsupervised with parental permission	Risk assessment planning documentation

Where an exception is granted, the student can only use the mobile phone for the purpose for which it was granted.

Camps, excursions and extracurricular activities

Avenues Education will provide students and their parents/carers with information about items that can or cannot be bought to excursions and special activities.

Exclusions

This policy does not apply to

- Out-of-school-hours events
- Travelling to and from school

Communication

This policy will be communicated to our school community in the following ways:

- Available publicly on our school's website
- Included in staff induction processes and staff training
- Included in staff handbook/manual
- Discussed at the Outpatient parent / student information sessions

Further information and resources

- Avenues Education Wellbeing and Engagement Policy (see website)
- Avenues Education Personal Property (see website)
- Mobile Phones — Student Use Policy
- Claims for Property Damage and Medical Expenses policy

POLICY REVIEW AND APPROVAL

Policy last reviewed	9/02/2026
Consultation	Consultation with School Council – 25th February 2026
Approved by	Principal
Next scheduled review date	Before February 2030