

MOBILE PHONE POLICY



Students are not permitted to use or have phones out during the school day.

- **Phones should not be used, seen or heard between 8.40am to 3.20pm daily**
- Phones should be turned off or onto silent BEFORE arriving on the school site
- Phones should not be used during the school day (even for checking the time)

If your phone is seen, heard or used the following steps will apply;

1. A member of staff will confiscate the phone and send it to Student Services for safe keeping
 2. Students may collect their phone at 3.20pm from Student Services
 3. A behaviour log will be added to SIMS to monitor how many times a student fails to meet these expectations
- **Repeat offenders (more than 3 times) then the confiscated phone will need to be collected by a parent/carer.**