



MOBILE PHONES POLICY – STUDENT USE



Help for non-English speakers.

If you need help to understand the information in this policy, please contact Nossal High School on 03 8762 4600 or nossal.hs@education.vic.gov.au.

Purpose:

To explain to our school community the Department's and Nossal High School's policy requirements and expectations relating to students using mobile phones during school hours. As per Government Directive – this policy applies to mobile phones only at Nossal; other devices may continue to be used as per the Nossal High School Acceptable Use Agreement and Digital Technologies Policy.

Scope:

This policy applies to:

1. All students at Nossal High School and,
2. Students' personal mobile phones brought onto school premises during school hours, including recess and lunchtime.

Definitions:

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

POLICY:

Nossal High School understands that students may bring a personal mobile phone to school, and at times they may be utilised as an additional learning and communication tool as a designated part of the school program.

At Nossal High School;

- Students who choose to bring mobile phones to school must have them switched off and securely stored during school hours
- Exceptions to this policy may be applied if certain conditions are met (see below for further information)
- When emergencies occur, parents or carers should reach their child by calling the school's office and communicating via email to the student's laptop.
- If students are to be collected early from school parents must sign them out via the office rather than make arrangements via mobile phone.

Personal mobile phone use

In accordance with the Department's [Mobile Phones Policy](#) implemented by the Minister for Education, from January 2020 personal mobile phones must not be used at any Government High School 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 at Nossal High School are considered valuable items and are brought to school at the owner's (student's or parent/carer's) risk. Students are encouraged not to bring a mobile phone to school unless there is a compelling reason to do so. Please note that Nossal High School does not have accident insurance for accidental property damage or theft. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items.

Where students bring a mobile phone to school, they will be expected to store them securely in their lockers (secure storage is storage that cannot be readily accessed by those without permission to do so.) If they are unable to do so – the phones should be handed to the office for safe keeping for the day.

Enforcement

Students who use their personal mobile phones inappropriately at Nossal High School may be issued with consequences consistent with our school's student engagement policies.

Behavioural expectations of students, staff and families are grounded in our school's Statement of Values.

When a student acts in breach of the Conduct and Expectations of our school community as outlined in the NHS Statement of Values and School Philosophy Policy, the school will institute a staged response, consistent with the Department's Student Engagement Guidelines (<https://www.education.vic.gov.au/school/teachers/studentmanagement/Pages/engagepol.aspx>).

Disciplinary measures may be used as part of a staged response to inappropriate behaviour in combination with other engagement and support strategies to ensure that factors that may have contributed to the student's behaviour are identified and addressed. Disciplinary measures at our school will be applied fairly and consistently. Students will always be provided with an opportunity to be heard. All inappropriate behaviours must be logged on Compass chronicle and resolved.

Disciplinary measures that may be applied include:

- warning a student that their behaviour is inappropriate
 - this warning will include the confiscation of the phone which will be retrievable from the office at the end of the day
 - subsequent breaches will result in confiscation of the phone with the understanding that it will only be retrievable by parents
- withdrawal of privileges
- parents will be informed about the inappropriate behaviour and the disciplinary action taken by teachers and other school staff
- referral to the Head of House, Director of House and Wellbeing or Student Wellbeing Counsellors
- restorative justice sessions
- Nossal Service Duty
- behaviour reviews and contracts
- suspension
- expulsion

Suspension and expulsion are measures of last resort and may only be used in particular situations consistent with Department policy, available at: <http://www.education.vic.gov.au/school/principals/spag/participation/pages/engagement.aspx>

At Nossal High School inappropriate use of mobile phones is any use during school hours, unless an exception has been granted, and particularly use of a mobile phone:

- in any way that disrupts the learning of others
- to send inappropriate, harassing or threatening messages or phone calls

- to engage in inappropriate social media use including cyber bullying
- to capture video or images of people, including students, teachers and members of the school community without their permission
- to capture video or images in the school toilets, changing rooms, swimming pools and gyms
- during exams and assessments

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 Policy.

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

1. Learning-related exceptions

Specific exception	Documentation
For specific learning activities (class-based exception)	Unit of work, learning sequence
For students for whom a reasonable adjustment to a learning program is needed because of a disability or learning difficulty	Individual Learning Plan, Individual Education 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
Travelling to and from excursions	Risk assessment planning documentation
Students on excursions and camps	Risk assessment planning documentation
When students are offsite (not on school grounds) and unsupervised with parental permission	Risk assessment planning documentation
Students with a dual enrolment or who need to undertake intercampus travel	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

Nossal High School will provide students and their parents and carers with information about items that can or cannot be brought to camps, excursions, special activities and events, including personal mobile phones.

Exclusions

This policy does not apply to

- Out-of-school-hours events
- Travelling to and from school
- Wearable devices
- iPads and all other personal devices
- Students undertaking workplace learning activities, e.g. work experience
- Students who are undertaking VET
- Senior students on study periods offsite
- Digital Delivery Days
- Wednesday afternoon after 1.20 pm dismissal

RELATED POLICIES AND RESOURCES:

- [eLearning and Digital Technology Acceptable Use Policy](#)
- [Mobile Phones – Department Policy](#)
- [Ban, Search and Seize Harmful Items](#)
- [Personal Goods – Department policy](#)
- [FAQs For Staff](#)
- [FAQs for Parents and Students](#)

THIS POLICY IS AVAILABLE ON THE FOLLOWING PLATFORMS:

School website, Nossal High School Council Policy Records.

APPROVAL AND REVIEW DETAILS

Policy last reviewed	October 2025
Consultation	School Council
Approved By	Tracey Mackin
Proposed Review Date	October 2029