

Urrbrae Mobile Phone Policy - Frequently asked questions (FAQ)

Can I have my phone “on” in the yard?

NO – Student phones must be switched “off and away”. The only people that can have their phone on are those with an exemption. This will be seen by the student’s name in green on their ID card for long term, and a note in Daymap in the short term. The phone is “on” and they do not have an exemption the phone can be confiscated.

Can I ask a yard duty person to grant permission for the use of a phone?

No. A yard duty person does not have direct supervision of students to enable granting of permission. (Break times are not curriculum and therefore a staff member on duty cannot grant permission, for the use of MPPD.)

What happens if I'm in a double lesson and the relief teacher lesson 1 gives their permission to go on my phone and in lesson 2 the teacher does not.

In this case the student can have their phone on in lesson 1 at the end of lesson 1 but they must turn their phone off. They will have to seek permission with every teacher throughout the day.

What happens in class if the teacher asks everyone to can take a photo of the whiteboard and my phone is already on?

In this case the teacher has given permission to use the phone as a learning tool. If “on” already the teacher can confiscate the phone.

What happens to my phone when a teacher confiscates the phone?

Two things can happen once the teacher confiscates the phone. The first thing is that it is entered into Daymap under the heading “phone confiscation”. The teacher can enter the notes into Daymap (including the condition of phone) and then the phone is given to Student Administration for collection at the end of the day. (This may not be immediate due to learning taking place in a lesson, but it will be as soon as possible from time of confiscation). The second option is that the teacher will enter into Daymap that the phone has been confiscated and ask the student to bring the phone to Student Administration. Student Administration will ensure the details are correct within Daymap. The student will then be reminded to collect it at the end of the day or when signing out.

What happens if I refuse to hand over my phone?

If a staff member has made a reasonable request for the phone to be handed in and the student refuses then the student is sent to withdrawal. The staff member on duty will contact the appropriate person. If refusal still occurs after a Year Level Coordinator or Assistant Principal requests the phone to be handed in the student will receive a “take home” suspension. This will start a conversation around phone policy with the parents.

What happens if I receive a phone call from mum and I must take it?

Once the phone call is finished the phone will be confiscated if no exemption was granted. To receive a phone call means the phone is “on” without permission and therefore once that phone call is finished the phone can be confiscated and given back to Student Administration to be collected at the end of the day. If short- or long-term permission has been granted then the student could show this to the teacher.

Are there places around the school I can use my phone without permission?

There are places around the school that are permission free. These include the canteen, or in front of Student Administration (Students are allowed to have your phone visible at point of pay only.) This means a student can turn the phone “on” to pay for their items and then turn their phone off when payment is finished. The phone is to be used only for payments, not checking messages or making phone calls.

If my phone is confiscated in lesson 1 can, I collect it for canteen payment?

No. Once the phone is confiscated then it remains at Student Administration until the end of the day or sign out

Can I use my phone for signing in/out?

Yes but students are not permitted to have their phone on until direct point of signing in/out.

What happens if my phone is “on” because the teacher gave permission but the teacher is not nearby?

This will lead to the phone being confiscated. The staff member must be within sight or close by for the phone to be on. An example is if the student’s phone is on and they are walking across to the farm but the teacher is in the cattle shed. The phone will be confiscated. In this example the phone would need to be turned “on” once the student arrives at the cattle shed. Another example would be walking across to the Wetlands and the teacher is waiting at the Wetlands. Phones need to be “off” until they arrive. Students cannot say “the teacher has given me permission to go on my phone”, if that teacher is not within sight or close by. The phone will be confiscated in this instance by the staff member who has seen the phone.

Am I allowed to wear Bluetooth headphones?

Maybe? If you’re wearing Bluetooth headphones a staff member can ask you to show them that the phone is off. You must comply, and if you do not then this is seen as non-compliance. The headphones may be connected to your laptop and if the phone is “off and away” this is an acceptable use of your blue tooth headphones. Students still need to seek permission in the use of headphones. Also, if the phone is “on” regardless of whether you are connected to the phone or not, then the phone will be confiscated.

Can I use my laptop at recess and lunch for learning?

Yes the phone policy relates only to mobile phones.

What happens if the phone is confiscated but I have an exemption?

We hope this does not happen but if it does then this will be followed up by the leadership team.

What if my parent is sick and I need to have my phone on?

Short term exemption can be granted by Middle/Senior School Leaders or Assistant Principals, however, this must take place before 8.20am. If permission is not granted then the parent/carer must use the designated school channels of communication.

What time is the “off and away” start and finish?

From the first bell at 8:20am through to the end of the day at 3:20pm (2.35pm Wednesday) unless exemptions are granted

Can I use my phone as a learning tool?

Yes, but only if a staff member has given permission.

What if I simply forget to turn my phone “off”?

The phone can be confiscated.

Can I use my phone in the year 11/12 study area?

Yes, but only with permission. The person that grants permission is a Year 10, 11 or 12 Level Coordinator or staff member on duty. One of these people must be able to verify that permission has been sought. Once a student leaves the study area in C building, they must turn off their phone.

What if my parent/carer wants me to have my phone on?

Then short term or long-term exemption must be granted. If there is no exemption, then the phone could be confiscated.

Can I turn my phone on to borrow items from the library?

NO. At this stage, you must present your student ID card to library staff to sign out your library item.

Can any staff member give permission to use the phone?

No. Only staff members that have a direct duty of care and line of sight can grant permission.