



## Karratha Senior High School - Mobile Phone & Headphones Policy

**At Karratha Senior High School we have phones and headphones off and away all day, between the hours of 8:20 – 2:30**

*If a student has a mobile phone or headphones visible the procedure is as follows:*

1. Reminder of KSHS behaviour expectations “We have phones and headphones off and away all day, 8:20 – 2:30”
2. If the student has the phone or headphones out again, the student will be asked to turn off their phone and hand it over to their teacher.
3. The phone will be placed in an envelope with the student’s details written on it.
4. The teacher will take the envelope with the phone to the Administration Office before 2pm.
5. The administration staff will record the student’s name and keep the envelope in a filing cabinet for the day.
6. Confiscation 1, 2 and 3 – the student can collect their phone at the end of the day.
7. Confiscation 4: The parent will be contacted, and they will need to collect the phone at the end of the day. Student Wellbeing Team will email or phone the parent/carer.

If a student refuses to follow a teacher’s instructions, then the normal BMiS policy applies.

As per the Department of Education Mobile policy (poster below) there may be circumstances where students can use their phone/headphones.

This needs to be approved by a Head of Learning Area, Student Wellbeing Co-ordinator, Deputy Principal or Principal.

### Exceptions are:

- Completion of tasks that cannot be completed on a computer or laptop.
- As part of a student’s individual support plan.

