**Mobile Phone Policy**

**Junior School**

Students are encouraged not to bring mobile phones to school unless it is a safety issue. In the event that a student carries a mobile phone, the phone should be switched off and not used at all during class time. Mobile phones are barred from the College for general social purposes.

It is the student’s responsibility to ensure that the phone is kept in a safe place if it is brought to school.

The College accepts no responsibility for loss or damage to mobile phones.

Parents are always able to contact students via the College office. Students needing to contact parents urgently should see the relevant Head of School or Year Level Coordinator to do so. Other requests should be made at Student Reception.

**Middle School**

For Years 7, 8 & 9 mobile phones and iPods are not permitted to be used during school times. It is expected that, should a mobile phone or iPod be brought to school, it must remain in a secured locker from the start of devotions (8:40 am) until the end of period 6 (3:15 pm), inclusive of recess and lunchtimes.

Mobile phones are permitted on excursions, camps or other extra-curricular activities only at the discretion and permission of the organising teacher(s). Should a student need to be contacted for any reason during school time, arrangements must be made through the school administration office. Penalties apply for the unauthorised use of mobile phones during school times.