



Off & Away

Ungarie Central School Mobile Phone / Smart Watch Procedure 2025

RATIONALE

Ungarie Central School has implemented an 'Off and Away' mobile phone / smart watch procedure. These procedures extend beyond the classroom to include all areas of the school, encompassing all transition time between classes, in toilets, during recess and lunch and during extracurricular activities such as school excursions and camps. The 'Off and Away' procedure means that student mobile phones and smart watches are not to be seen or used while on school grounds. If students breach the procedures, consequences will apply (see overleaf).

Off and Away

Students are expected to turn their mobile phone and / or smart watch off before they walk through the school gate and put it in their bag while at school. This includes school activities such as excursions and camps.



Healthy Minds & Bodies

The mobile phone / smart watch procedure applies during breaks as well as during class. Students are encouraged to connect with each other or engage in physical activities during breaks.

Making Good Choices

Consequences will apply if students choose not to follow the mobile phone / smart watch procedures. This can include temporary confiscation of the device.





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Procedure for Misuse of Mobile phone / Smart Watch On School Grounds

Level 0

Mobile phone / smart watch is switched off and stored in school bag.

No consequences.

Level 1

Mobile phone / smart watch is seen and/or in use during school hours - 1st incident

Teacher sends student to front office to hand in phone / watch.

Office staff give the student an envelope with their name on it. Student places their phone in the envelope and hands to the office staff who lock it in the device locker.

Teacher puts a 'Mobile Phone / Smart Watch' entry on Sentral.

Head Teacher notifies parents/carers via email.

Student picks up the phone / watch from the office at the end of the day.

The student is interviewed by a member of the school executive.

Level 2

Mobile phone / Smart Watch is seen and/or in use during school hours - 2nd incident.

Same procedure as Level 1, except a parent/carer must pick up the device.

Formal caution of suspension is issued.

Parents/carers formally notified.

Level 3

Mobile phone / smart watch is seen and/or in use during school hours - 3rd incident.

Same procedure as Level 1 followed by interview with Principal and suspension. Parents/carers formally notified.