Albury High School has adopted the approach that allows students to bring mobile phones to school. In cases of emergency, contact should be made through the school office.

The following conditions of appropriate use must be adhered to by all students wishing to have a mobile phone at Albury High School:

1. Unless specified by your classroom teacher that your phone will be used in the lesson for educational purposes, your phone is to be **turned off** and kept in your schoolbag or pocket out of sight (and not handled) during lessons so that the learning environment is not disrupted.

2. Not to be used to intimidate or otherwise harass other people through any SMS or text message, photographic, video or other data transfer system available on the phone.

3. Students bring mobile phones to school at their own risk. The school will not accept any responsibility for the loss or damage to mobile phones.

4. The camera functions on phones are **not to be used at any time** during the school day.

5. Upon a student’s entry into sick bay, their mobile phone / audio device is to be booked into the administration office. The device will be returned to them when the student is discharged from sick bay.

If students use a mobile phone contrary to the conditions listed above, one of the following actions may occur:

1. Have the phone confiscated and kept by the DP until the conclusion of the school day. A RISC entry is to be completed by the confiscating staff member.

2. Repeated instances of inappropriate use will result in the phone being confiscated and not returned until a parent comes to the school to collect it, followed by normal school disciplinary measures for continued disobedience (after school detention imposed).

**NB** The procedures applying to the use of mobile phones apply equally to the use of portable computer games, ipods, MP3 players and similar devices.

- Refusal to hand over the mobile phone or audio device will be referred to the relevant Deputy Principal.
- Students will be immediately suspended from classes until the device is surrendered.
- Disciplinary measures for failing to follow a teacher’s instruction and defiant behaviour will ensue.