



# CECIL HILLS HIGH SCHOOL

## Procedure for misuse of mobile phones

**NON-COMPLIANCE WITH THE MOBILE PHONE RESTRICTIONS WILL RESULT IN ACTION BEING TAKEN. BREACHES WILL ACCUMULATE OVER THE TERM AND RESET AT THE BEGINNING OF EACH NEW TERM. THE FOLLOWING ACTION WILL OCCUR IF A MOBILE PHONE IS SEEN OR HEARD:**

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### FIRST OFFENCE

- STUDENT MUST SURRENDER THE MOBILE PHONE TO THEIR DEPUTY PRINCIPAL
- STUDENT WILL BE ISSUED WITH A BLUE MOBILE PHONE SLIP TO SHOW THEIR TEACHER
- STUDENT MAY COLLECT THEIR MOBILE PHONE FROM THEIR DEPUTY PRINCIPAL AT THE END OF THE DAY
- DEPUTY PRINCIPAL WILL CONTACT A PARENT/CARER AND INFORM THEM OF THE INFRINGEMENT AND ACTION FOR SECOND OFFENCE
- STUDENTS WHO DO NOT COMPLY WITH THIS ACTION WILL BE ESCALATED TO SECOND OFFENCE ACTION

### SECOND OFFENCE

- STUDENT MUST SURRENDER THE MOBILE PHONE TO THEIR DEPUTY PRINCIPAL
- STUDENT WILL BE ISSUED WITH A BLUE MOBILE PHONE SLIP TO SHOW THEIR TEACHER
- A PARENT/CARER WILL BE REQUIRED TO COLLECT THE MOBILE PHONE BEFORE 4PM
- STUDENT WILL BE ISSUED WITH A FORMAL CAUTION (WARNING OF SUSPENSION)
- STUDENT WILL BE REQUIRED TO HAND IN THEIR MOBILE PHONE TO THEIR DEPUTY PRINCIPAL FOR A PERIOD OF TIME SPECIFIED

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### THIRD OFFENCE

- STUDENT MUST SURRENDER THE PHONE TO THEIR DEPUTY PRINCIPAL
- STUDENT WILL BE ISSUED WITH A BLUE MOBILE PHONE SLIP TO SHOW THEIR TEACHER
- STUDENT MAY BE SUSPENDED
- STUDENT, PARENT/CARER AND DEPUTY PRINCIPAL WILL MEET TO CREATE AN INDIVIDUAL BEHAVIOUR SUPPORT MANAGEMENT PLAN TO SUPPORT THE STUDENT IN ADHERING TO SCHOOL POLICY
- STUDENT WILL BE REQUIRED TO HAND IN THEIR MOBILE PHONE TO THEIR DEPUTY PRINCIPAL EACH MORNING FOR THE REMAINDER OF THE TERM