



MACQUARIE
ANGLICAN GRAMMAR SCHOOL

Mobile Device Acceptable Use Policy

Purpose and Rationale

Macquarie Anglican Grammar School recognises that mobile devices—including mobile phones, smart watches, tablets, and other portable technologies—are part of modern life and can support communication, safety, and learning when used responsibly. However, inappropriate use during the school day can disrupt learning, distract students, and impact wellbeing.

This policy outlines expectations for mobile device use at Macquarie Anglican Grammar School to support a safe, respectful, and focused learning environment.

1. Scope

This policy applies to all students from Prep to Year 12 from arrival at school until 3:10 pm, as well as during school-related activities such as excursions, camps, and co-curricular events, unless otherwise advised by a supervising staff member.

2. Expectations for Students

Prep - Year 4

- Students are not permitted to have a mobile phone or smart watch (including Apple Watches and similar devices) at school.
- If a student needs to contact their parents during the school day, this must be done through Reception staff.
- Parents wishing to contact their child should also do so via Reception on (02) 6841 6222.

Year 5 – Year 6 Students

- Mobile phones and smart watches (including Apple Watches and similar devices) must not be on your person from the time you arrive at school until 3:10 pm.
- Devices must be switched off and stored securely in the student's bag during this time.
- If a student needs to contact their parents during the school day, this must be done through Reception staff.
- Parents wishing to contact their child should also do so via Reception on (02) 6841 6222.

Year 7 – Year 10 Students

- Mobile phones and smart watches (including Apple Watches and similar devices) must not be on your person from the time you arrive at school until 3:10 pm.
- Devices must be switched off and stored securely in the student's bag or locker during this time.
- Mobile phones and smart watches must not be used for calls, messaging, photos, video, internet access, or applications during the school day.

- Students using the canteen must bring cash, a physical debit or EFTPOS card, or pre-order to make canteen purchases. Mobile devices and smart watches cannot be used for payments at school.
- Students are expected to show responsibility and integrity by keeping devices not on their person and by not using them at any point during the school day, including recess and lunch.

Year 11 – Year 12 Students

- Mobile phones and smart watches (including Apple Watches and similar devices) may be on your person from the time you arrive at school until 3:10 pm.
- Mobile phones and smart watches must not be used for calls, messaging, photos, video, internet access, or applications during the school day.
- Students using the canteen must bring cash, a physical debit or EFTPOS card, or pre-order to make canteen purchases. Mobile devices and smart watches cannot be used for payments at school.
- Students are expected to show responsibility and integrity by not using these devices at any point during the school day, including recess and lunch.

3. Consequences for Breaches

- If a mobile phone or smart watch is seen or used between arrival at school and 3:10 pm, the staff member will direct the student to take the device to the Front Office immediately.
- The device will be secured until a parent or guardian collects it from the Front Office. Students will not be permitted to collect the device themselves.
- Each incident will be recorded on Edumate, and repeated breaches may result in further disciplinary action, including after-school detentions, meetings with the Deputy Principal, and the withdrawal of permission to bring a mobile device to school.
- Use of a mobile device for inappropriate or offensive purposes (e.g. photographing others without consent, cyberbullying, or posting harmful content) will result in immediate confiscation and may lead to suspension or referral to police.
- Boarding students who breach this policy will be required to surrender their mobile phone to the front office. The device may be collected by the student at the conclusion of the following school day.

4. Responsibility and Risk

- Students bring devices to school at their own risk.
- The school will not be responsible for loss, theft, or damage to any personal device.
- Parents and carers are encouraged to contact Reception on (02) 6841 6222 if they need to urgently reach their child during the day.

5. Special Circumstances

In limited cases, such as health needs, students may apply to the Principal for special consideration to carry or access a mobile device during the day. Written medical or parental evidence must support such requests.

6. Camps, Excursions, and Co-curricular Activities

Unless specifically outlined in event information, students must not bring mobile devices to school camps, excursions, or sporting events. Where permitted, use will follow the same restrictions as the school day.

7. Agreement

By bringing a mobile device to school, students and parents agree to comply with this policy and acknowledge that:

- Prep – Year 6 students must ensure mobile phones and smart watches are not on their person from arrival at school until 3:10 pm.
- Year 7 – 10 students must ensure mobile phones and smart watches are not on their person from arrival at school until 3:10 pm.
- If seen by staff, devices will be sent to the Front Office and collected by parents.
- EFTPOS payments must be made using a physical card only.
- Breaches of this policy may result in disciplinary action.