

Sport (off-site)

- ✓ Phone off and away all day
- ✓ Headphones are stored in bag

1st Offence

- Phone out during sport (off-site)
- Student directed to put phone in bag
- Teacher emails name to office – recorded as a strike

Non-Compliance

- Teacher emails name to office – as not following teachers' instructions
- Office informs students services to send for student Period 1 (next day)
- Student sent to hand in phone

2nd Offence

- Student sent to hand in phone to office and collect receipt
- Parent called and collects phone between 2:30-3:15pm

3rd Offence

- Student sent to hand in phone to office and collect receipt
- Parent called and collects phone between 2:30-3:15pm
- Formal caution of suspension and wellbeing supports issued

4th Offence

- Student sent to hand in phone to office and collect receipt
- Parent called and collects phone between 2:30-3:15pm
- Suspension issued (1 day)
- Level 4 issued

5th Offence

- Student sent to hand in phone to office and collect receipt
- Parent called and collects phone between 2:30-3:15pm
- Suspension issued (2 days)
- Level 4 issued