Australian Islamic College of Sydney

Student Mobile Phone and Social Media Policy

Australian Islamic College of Sydney policies have a commitment to Australian Islamic ethos and values, and should be read in conjunction with other policies and procedures and with relevant legislation.

POLICY REVIEW

The policy will be reviewed not less frequently than once every two years.

POLICY DATES			
Implemented	November 2026	Reviewed	
Next Review Due		January 2028	
POLICY OWNER		**POLICY APPROVER**	
Mohammed Riaaz Ali PRINCIPAL		AICS Board	

1. Purpose – Mobile Phone Policy

Australian Islamic College of Sydney (AICS) is committed to providing a safe, respectful, supportive and focused learning environment in which all students can achieve their educational potential and develop positive social, emotional and spiritual wellbeing.

The College recognises that mobile phones, while useful for communication and personal safety, can present significant challenges within the school environment. These include distractions to learning, disruptions to classroom instruction, inappropriate online behaviour, cyberbullying, social isolation and negative impacts on student wellbeing.

In alignment with the College's Islamic values, we aim to foster respectful interactions, personal responsibility, self-discipline, kindness and positive relationships among all members of our school community.

Accordingly, AICS has implemented a zero-tolerance approach to student possession and use of mobile phones during the school day, subject only to approved exemptions outlined in this policy.

2. Research and Supporting Evidence

The College's position is supported by research and findings from recognised Australian education and child safety authorities.

Impact on learning and concentration

According to the NSW Department of Education's 2024 evaluation of the mobile phone ban in NSW public schools, 87% of principals reported that students were less distracted in the classroom, 81% observed improvements in student learning, and 86% reported improvements in student socialisation. These findings highlight the positive impact of restricting mobile phone use on students' concentration, academic engagement and social interactions, reinforcing the importance of creating a focused and supportive learning environment.

Cyberbullying and online harm

Mobile phones provide immediate access to messaging, social media, photography, video recording and online platforms. These capabilities can facilitate cyberbullying, inappropriate communication and the circulation of harmful content, including during school hours.

While mobile phones are not the sole cause of bullying, restricting access to them during the school day reduces opportunities for online misconduct and helps the College maintain a safer and more supportive environment.

3. Scope of the Policy

This policy applies to all enrolled students at Australian Islamic College of Sydney across all campuses and year levels. The policy applies throughout the school day, including:

- Classroom lessons and learning activities
- Recess and lunch breaks
- Movement between classes

- School grounds and designated school areas
- School excursions, camps, sporting events and other school-related activities, unless specific written permission has been granted by the College

This policy applies to mobile phones regardless of whether they are switched on, switched off, on silent, in a pocket, in a school bag or otherwise concealed.

4. College Mobile Phone Requirements

Students are **not permitted to use, access, carry or retain possession of a mobile phone during the school day**, unless they have received prior written approval from the College Principal under the exemption process outlined in this policy.

For compliance purposes, and where there are reasonable grounds for suspicion, the Head of Discipline, Principal or their authorised delegate may request that a student empty their pockets and do a bag search.

Students who need a phone as they travel by public transport must:

1. Hand their mobile phone to the Front Office immediately upon arrival at school.
2. Ensure the phone is switched off or on silent before handing it in.
3. Leave the phone in the care of the Front Office for the duration of the school day.
4. Collect their mobile phone from the Front Office upon school dismissal.

The College trusts parents and carers to support these arrangements and discuss the importance of responsible technology use with their children.

5. Exemptions and Special Permission

The College will consider requests for exemptions under **two grounds only**:

A. Medical or health-related reasons

Students who require access to or possession of a mobile phone for a legitimate medical or health-related purpose may apply for an exemption.

Examples may include:

- Medical monitoring or health management requirements
- Medical applications or functions necessary to manage a student with diabetes, such as blood sugar levels for chronic health condition.
- Other documented medical circumstances requiring access to a mobile phone

Supporting documentation will be requested by the College to assess the application.

B. Travel-related reasons

Students who need a mobile phone for communication with parents or carers before or after school due to travel by public transport may bring their phone to school.

However, **travel-related permission does not authorise a student to keep their mobile phone with them during school hours.**

Students granted permission for travel-related purposes must hand their mobile phone to the Front Office upon arrival and collect it at dismissal, in accordance with the Mobile Phone Handover Agreement.

Application and approval process

1. Parents and carers must complete the relevant Mobile Phone Agreement Form available on the College website.
2. The form must be completed in full, signed by both the parent/carer and student, and submitted to the office.
3. Applications will be reviewed by the College Principal.
4. Students and parents/carers must wait for approval before implementing any exemption.
5. Upon approval, the College will provide a copy of the signed and approved agreement to the parent/carer for their records.
6. Approved exemptions are subject to the conditions specified in the agreement and may be reviewed or withdrawn if those conditions are breached.

No verbal arrangements or informal understandings with individual staff members will constitute an approved exemption.

6. Prohibited Conduct

The following conduct constitutes a breach of this policy:

- Bringing a mobile phone to school without an approved exemption.
- Keeping a mobile phone in a pocket, on one's person, in a pencil case or in a school bag without written authorisation by the Principal.
- Using or attempting to use a mobile phone during school hours.
- Accessing a mobile phone during recess, lunch or class transitions.
- Refusing to hand over a mobile phone when directed by a staff member.
- Concealing a mobile phone or attempting to avoid detection.
- Using another student's mobile phone in breach of this policy.
- Recording, photographing or filming students, staff or anyone without appropriate authorisation.
- Using a mobile phone/ device or Artificial Intelligence (AI) to engage in bullying, harassment, threats, inappropriate messaging or other misconduct.

The College reserves the right to investigate any conduct involving mobile phones that may breach its Behaviour Management, Anti-Bullying, Child Protection or other relevant policies.

7.Canteen Purchases

Students are not permitted to use their mobile phones to make payments at the College canteen. Students are required to bring their physical student card or cash to purchase food and other items during recess and lunch.

8. Disciplinary Consequences

The College adopts a firm and consistent approach to breaches of this policy. The following consequences will apply to students found in possession of or using a mobile phone without approval.

Offence	**Disciplinary Consequences**
First Offence	The mobile phone is confiscated for **3 days** and a record made on SEQTA. Parent/caregiver will be notified, and the device will be returned to the student after 3 days
Second Offence	The mobile phone is confiscated for **2 weeks (10 school days)** and a record made on SEQTA. Parent/caregiver will be notified and will be required to pick up the device from the school after the 10-day period.
Third Offence	The mobile phone is confiscated for **2 weeks (10 school days)** and a minimum 1-day suspension will be issued to the student. Record made on SEQTA. Parent/caregiver will be notified and will be required to pick up the device from the school after the 10-day period.
Further and subsequent offences	Matter will be referred to the Principal and will be dealt with on a case-by-case basis. Student may face **expulsion** from the school.

Additional conditions

- All breaches will be documented and recorded by the relevant staff or Principal's delegate.
- Parents or carers will be notified of breaches and applicable disciplinary consequences.
- Confiscated phones will be securely retained by the College Principal for the prescribed period.
- The College will require a parent or carer to collect a confiscated phone from the Front Office after the confiscation period.
- Refusal to comply with a staff member's direction will be treated as an additional behavioural matter and more serious consequence will apply.
- Serious incidents involving bullying, harassment, threats, inappropriate recording or other misconduct will result in additional disciplinary consequences, independent of the mobile phone infringement.
- The College reserves the right to determine appropriate consequences based on the circumstances, severity and frequency of the breach.

All disciplinary action will be implemented in accordance with the College's established behaviour management procedures, this policy and any other relevant policy, including appropriate consideration of procedural fairness.

8. Communication Between Parents and the College

The College understands that parents and carers may occasionally need to contact their children during school hours.

Where urgent communication is required, parents and carers are requested to contact the College's Front Office on 9933 6900. Messages can be relayed to students where necessary.

Students who require assistance or need to communicate with their parents or carers during the school day need to inform office staff who will contact the parent if determined necessary.

9. Responsibilities of Parents and Carers

Parents and carers are expected to:

- Read and familiarise themselves with this policy.
- Ensure their child understands and complies with the College's mobile phone requirements.
- Complete and submit the relevant agreement form if their child requires a phone for travel or approved medical purposes.
- Ensure all information provided in exemption applications is accurate and current.
- Support the College's implementation of this policy.
- Interact respectfully with the College staff regarding any concerns or requests for clarification.

10. Responsibilities of Students

Students are expected to:

- Comply with all requirements outlined in this policy.
- Respect staff instructions concerning mobile phone possession and use.
- Hand in the mobile phone to staff without hesitation once caught with it.
- Demonstrate self-discipline, accountability and responsible behaviour.
- Refrain from using mobile phones to engage in inappropriate communication, bullying, harassment or other harmful conduct.
- Follow the approved arrangements if granted an exemption.
- Understand that breaches of this policy will result in disciplinary consequences.

1. Purpose – Social Media Policy

The Australian Islamic College of Sydney (AICS) is committed to maintaining a safe, respectful and supportive learning environment in accordance with Islamic values and the College's expectations for student conduct.

Social media presents risks to student safety, wellbeing, privacy and respectful relationships. The College therefore prohibits students from having or joining any social media platform. All students must delete all their social media accounts.

Students are reminded that online actions have real-life consequences. Content shared online can spread quickly and may be difficult or impossible to remove permanently. Students are expected to uphold the Islamic values and principles of AICS by demonstrating kindness, respect, modesty, integrity and accountability.

2. Prohibited Social Media Use

Students are prohibited from accessing or using social media accounts during school hours and at all school-related activities, including excursions, camps, sporting events, school functions and fun days. This prohibition applies regardless of whether the activity takes place during or outside normal school hours.

For the purposes of this policy, social media includes platforms and applications that allow users to create profiles, publish content, communicate publicly or privately, share images or videos, or interact through online communities.

The College strongly encourages parents and carers to ensure that their children do not have any social media accounts. Any existing accounts needs to be deleted.

Students are prohibited from:

- Creating social media accounts, groups or pages representing or identifying AICS.
- Use the College's name, abbreviation (AICS), logo or branding to create accounts, groups or content that may appear to represent the College.
- Share confidential information relating to the College, its students, staff, families or community.
- Engage in online conduct that may bring themselves, other individuals or the College into disrepute.
- Inviting and joining other students and staff to their social media groups.
- Using Artificial Intelligence (AI) to engage in bullying, harassment, threats, inappropriate messaging or other misconduct.

3. Social Media Incidents and Off-Campus Conduct

The College may investigate social media incidents that affect the safety, wellbeing, privacy or reputation of students, staff or the wider College community, including incidents that occur outside school hours or off campus. Where a student is found to have engaged in misconduct involving social media, disciplinary action may be taken in accordance with this policy.

The mere existence of a social media account will not automatically establish that a student has engaged in misconduct. However, where an investigation establishes that a student has breached the College's prohibition on social media accounts or use, or has otherwise engaged in misconduct under this policy, disciplinary consequences may apply.

All investigations will consider the available evidence, the student's involvement, the seriousness and impact of the conduct, any previous breaches and the student's response to the allegations.

4.Disciplinary Consequences

Breaches of this policy will be addressed in accordance with the College's disciplinary procedures. Consequences will reflect the nature, severity and frequency of the breach.

Depending on the circumstances, disciplinary action may include a formal warning, parent or carer meeting, device-related consequences in accordance with College procedures, detention, suspension or expulsion.

Serious incidents, including cyberbullying, threats, harassment, impersonation, the distribution of harmful content or repeated breaches, may warrant suspension or expulsion. The College reserves the right to impose severe disciplinary consequences, including expulsion, where justified by the seriousness of the conduct and consistent with applicable requirements and College procedures.

Summary of Breaches and Disciplinary Consequences

Social Media Breach	**Disciplinary Consequences**
Accessing or using social media during school hours or at school-related activities, including excursions, camps, sporting events and fun days.	**1st offence** – Minimum 1-day suspension. Device will be confiscated and Parents will be notified to attend a meeting. Parents will be asked to delete the social media account during the meeting, in the presence of the Principal and/or his delegate. **2nd offence** – Matter will be referred to the Principal and will be dealt with on a case-by-case basis. Student may face **expulsion** from the school.
Using social media to engage in cyberbullying, harassment, intimidation, threats or discriminatory behaviour towards students or staff.	Minimum 1-day suspension. Serious or repeated incidents may result in expulsion.
Creating or operating fake, anonymous or impersonation accounts to target, harass or misrepresent students, staff or the College.	Suspension, with expulsion possible in serious cases or where the conduct is repeated.
Sharing photographs, videos, screenshots or personal information of students, staff or College activities, where the conduct breaches College expectations or causes harm or disrepute.	After-school detention or suspension, depending on the circumstances. Serious breaches involving harassment, humiliation or significant harm may result in expulsion.
Publishing or distributing threatening, abusive, defamatory or otherwise harmful content involving students, staff or the College.	Suspension or expulsion, depending on the seriousness and impact of the conduct.
Participating in, encouraging or distributing harmful social media content created by other students.	Disciplinary action proportionate to the student's involvement, ranging from a warning or detention to suspension or expulsion.
Engaging in off-campus or out-of-hours social media misconduct that	Suspension or expulsion, depending on the seriousness and impact of the conduct.

materially affects student safety, wellbeing or the College community.	

Australian Islamic College of Sydney's Commitment

The Australian Islamic College of Sydney is committed to fostering an environment in which students can learn, socialise and develop without unnecessary digital distractions. This policy reflects the College's commitment to student safety, academic engagement, positive social interactions, Islamic character development and the wellbeing of our entire school community.

We appreciate the cooperation and support of parents, carers and students in upholding these protocols and working together to maintain a safe, respectful and productive learning environment.

Any Mobile Phone or Social Media Investigations will follow Procedural Fairness.