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Mobile Phone Policy

Purpose

St Mary's Catholic College accepts that mobile phones are a modern communication device that are part of everyday life and accessed by a significant majority of our community. It is acknowledged that mobile technology and capability is rapidly advancing and provides both costs and benefits in an educational setting such as a school. Clearly defined boundaries and guidelines are essential to ensuring student wellbeing and learning are maintained to our high standards.

Rationale

St Mary's Catholic College is committed to providing a Catholic holistic education for its students. This includes educating its students about the safe and responsible use of technology and taking personal responsibility for the choices they make. As the primary educators of our students it is imperative that parents are actively involved in this education. Student laptops are the key form of technology used for learning and that mobile phones and wearable technologies are a lesser form of learning technology that can also be used. These mobile phone guidelines endeavour to develop student self-regulation and help them to understand the benefits and costs to using all forms of technology.

Consequences

Expectations

- Students may bring a mobile phone or wearable technologies (eg smart watches) to school under the following conditions:
 - The phone or wearable technology is not to be accessed at any time during class time and assembly times. All notification settings must be switched off.
 - The phone or wearable technology is not to be handled or used at any time, unless directed by a teacher.
 - Students will be expected to leave their mobile phone or wearable technology with the class teacher should they need to leave the class for any reason.
- These expectations relate to all learning activities not just those constrained to classrooms, whether they are onsite at school or offsite such as an excursion, camp or sporting event.

- Wearable technologies (eg smart watches) are subject to the same guidelines as mobile phones, whether they are cellular and/or Wi-Fi capable. Students should disable notifications on their wearables before entering class.
- The College acknowledges that some mobile technologies and app software have benefits for learning and education in general. Use of such technologies and software is at the discretion of the teacher and can only be used with their expressed permission.
- Parents are reminded that the College Office is the primary source of contact to communicate with their young person. This is to ensure that we are always able to provide students with the required duty of care. As such parents are asked not to call or text students during class time as students will not be able to respond.
- Usage during break times should be limited to contacting parents for urgencies and/or travelling home arrangements. Students using their phones at break times outside of this guideline may have their phone confiscated.
- Mobile phones and wearables are not to be taken into examinations.
- The College accepts no responsibility for the misplacement, loss, damage or theft of mobile phones and wearables. It would be advisable for parents to insure all mobile devices as personal property.
- Phone cameras can only be used for educational purposes and only with the expressed permission of a staff member. The College Privacy Policy must always be adhered to.
- Mobile phones are not to be used to send other students or staff threatening or harassing messages, this includes messages intended to bully, make fun of or in any way isolate another student/s. This includes messages sent directly via a messaging app or through social media to a wider audience.

Responses to breaches of guidelines

First Occurrence:

- Phone/wearable is confiscated and returned to the student at the end of the day.
- Letter referring to College Mobile Phone policy is sent home to parents to assist in any corrective conversation that may occur.

Second Occurrence:

- Phone/wearable is confiscated and only returned to a parent or guardian.
- Student is issued with an After-School Detention.
- Head of Year contacts parent and student.

Third Occurrence:

- Phone/wearable is confiscated and returned only to a parent or guardian.
- Student is issued with an After-School Detention.
- Head of Year meets with parent and student.
- Student is required to hand phone into office at the beginning of each day and collects at the end of the day for a period of ten weeks.

Fourth Occurrence:

- Phone/wearable is confiscated and returned only to a parent or guardian.
- Student is issued with a suspension and further consequences as determined by the Principal.
- Assistant Principal Student Wellbeing meets with parent and student.