

Policy

Student Mobile Device Policy

It is an expectation that students and parents/caregivers read, understand, and support the Mobile Device Policy as outlined in the Enrolment Contract.

PURPOSE

This policy provides teachers, students, and parents/caregivers with clear expectations regarding the use of mobile devices during school hours and at other events such as excursions and camps. This policy may be altered only by a supervising staff member, on a case-by-case basis, and depending on the nature of the event.

Devices include, but are not limited to:

- Mobile phones
- Tablets or ipads
- Computers
- Headphones / AirPods or similar devices
- Smart watches

St Michael's College acknowledges that parents provide their children with mobile devices for convenience and protection when not at school. It is also acknowledged that mobile devices provide parents/caregivers reassurance should they need to contact their child outside of school hours.

SCOPE

This policy aims to:

- Enable students to focus on their learning without added distractions.
- Enable teachers to teach without distractions from unsanctioned technology.
- Promote safety, wellbeing, and privacy.

DEFINITION

Acceptable Uses

- Exceptions to the Policy can be made only by a supervising staff member.

Unacceptable Uses

- Students must not use their devices between the hours of 8:40am – 3:30pm unless permitted by the supervising staff member.
- Students are not to use headphones, AirPods or similar listening devices upon entering or leaving the college. This also applies to break time. Students may be given permission to use headphones or AirPods for learning or wellbeing purposes, but only when advised by a staff member.
- Parents/caregivers wishing to contact their child must do so through the College Administration Office.
- Students are not to photograph, video/voice record any member of the College community without permission of the individual. This includes sharing or uploading any type of material to a social media platform such as Snapchat.
- Keeping in line with the SACE policy, no mobile device is to be brought into any exam or class assessment even if it is switched off or in silent mode.
- Offensive or explicit material must NOT be forwarded. Instead it must be reported to a parent/caregiver, teacher, or any other trusted adult.
- It is a criminal offence to use a mobile phone or other electronic device to bully, menace, harass, or offend another person. In such circumstances, St Michael's College may consider it appropriate to involve the police in dealing with such situations.



STATEMENT

St Michael's College accepts no responsibility for replacing and/or repairing lost, damaged or stolen devices as a result of incidents off campus or incidents involving non-college community members. Parents/caregivers are advised to contact their insurance provider prior to allowing their child to bring any mobile device to the College.

If a student is found to be in breach of the Mobile Device Policy, the device(s) may be confiscated and sent to the Administration Office for collection at 3:30pm. Breaches to the Mobile Device Policy will be recorded and retained in the student's file in SEQTA. Further consequences may apply in line with St Michael's College behaviour guidelines. Consequences may include restorative conversations and conferences, College or external counselling, detention, suspension and in the most serious matters, exclusion may be considered at the Principal's discretion.

RELATED POLICIES, PROCEDURES AND SUPPORT DOCUMENTS

- St Michael's College Mission and Vision
- Bullying and Harassment Policy
- In-class and Out-of-class Behaviour Guidelines (Levels of Support)
- Continuous Improvement Framework (CIF) – CESA

REVISION RECORD

Approval Authority: Principal

Last Reviewed: September 2020

Next Review Date: September 2024

REVISION RECORD

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