

Mobile Phone Policy

MOBILE PHONES – ACCEPTABLE USE POLICY

1 Purpose

1.1 The increased ownership of mobile phones requires that school administrators, teachers, students, and parents take steps to ensure that mobile phones are used responsibly. This Acceptable Use Policy is designed to ensure that potential issues (such as mobile etiquette) can be clearly identified and addressed, ensuring the benefits that mobile phones provide (such as increased safety and security) can continue to be enjoyed by our students.

1.2 Catholic Regional College has established the following Acceptable Use Policy for mobile phones that provides teachers, students and parents with guidelines and instructions for the appropriate use of mobile phones during school hours.

1.3 The Acceptable Use Policy for mobile phones also applies to students during school excursions, camps and extra-curricular activities. In the case of school camps involving overnight stay, the School does not allow students attending, to carry mobile phones (staff mobile phone numbers will be made available to parents for emergency purposes).

2 Rationale

2.1 *Personal safety and security.* Catholic Regional College accepts that parents give their children mobile phones to protect them from everyday risks involving personal security and safety. There is also ever-increasing concern about children travelling alone on public transport or commuting long distances to school. It is acknowledged that providing a child with a mobile phone gives parents reassurance that they can speak with their child quickly, at any time.

3 Responsibility

3.1 It is the responsibility of students who bring mobile phones onto school premises to adhere to the guidelines outlined in this document.

3.2 The decision to provide a mobile phone to their children should be made by parents or guardians.

3.3 Parents should be aware if their child takes a mobile phone onto school premises.

4 Student Use

4.1 Students are not permitted to use their phones at school between homeroom and 3.20pm. Phones to be kept in their lockers throughout these times, this includes recess and lunchtimes.

4.2 Mobile devices may only be used during school times if authorised by College Staff;

this includes school excursions, camps and extra-curricular activities (unless the excursion guidelines stipulate that mobile devices are not permitted).

4.3 Non-observance or breaches of these rules will result in the mobile phone being confiscated for the day and can be collected from the College Office at the end of the day. A second confiscation will result in the student's phone being locked in the College safe overnight and collected the next day. A third breach will require parent collection of the phone from the College Office.

4.4 Parents are reminded that in cases of emergency, the College Office remains a vital and appropriate point of contact and can ensure your child is reached quickly, and assisted in any appropriate way.

4.5 Any student who is feeling unwell at school and needs to go home must arrange this through the College Office. In some situations, students may need to contact home or parents, it is possible for this to occur in the presence of their Level Coordinator or a Deputy Principal. Any arrangements to leave school must be made through the College office.

5 Theft or damage

5.1 Students are required to mark their mobile phone clearly with their name.

5.2 Mobile phones which are found in the school and whose owner cannot be located should be handed to student reception areas.

5.3 The school accepts no responsibility for replacing lost, stolen or damaged mobile phones. Their safety and security is wholly in the hands of the student.

5.4 The school accepts no responsibility for students who lose or have their mobile phones stolen while travelling to and from school.

5.5 It is strongly advised that students use passwords/pin numbers to ensure that unauthorised phone calls cannot be made on their phones (eg by other students, or if stolen). Students must keep their password/pin numbers confidential. Mobile phone and/or passwords may not be shared.

6 Inappropriate conduct

6.1 Any student/s found using a mobile phone to gain advantage in exams or assessments will face disciplinary actions as sanctioned by the College.

6.2 Any student who uses vulgar, derogatory, or obscene language while using a mobile phone will face disciplinary actions as sanctioned by the College.

6.3 Students with mobile phones may not engage in personal attacks, harass another person, or post private information about another person using SMS

messages, taking/sending photos or objectionable images, and phone calls. Students using mobile phones to bully other students will face disciplinary actions as sanctioned by the College.

It should be noted that it is a criminal offence to use a mobile phone to menace, harass or offend another person. As such, if action as sanctioned by the College is deemed ineffective, as with all such incidents, the school may consider it appropriate to involve the police.