



St Francis of Assisi College

MOBILE COMMUNICATION DEVICE POLICY

Rationale

This policy aims to assist students understand and become aware of the principles and procedures and their responsibilities and obligations in relation to the use of Mobile Communication Devices at St Francis of Assisi College. This includes but is not limited to mobile phones.

Introduction

Mobile communication devices have become an important and invaluable part of our modern lifestyle. As a society we are growing in our understanding of how technology can be used in different contexts, with varying purposes and with respect for as well as presence to others. These are all capabilities that are highly valued in life beyond school and in the world of work.

Students are required to turn off all notifications and keep the phone off and placed in their locker for the entire school day. The school understands there are times when possession of these devices can provide a sense of safety and security while travelling to and from school. While travelling on a school bus to and from school, the College expectations still apply. A mobile device can be used once off the school site before and after school hours.

Mobile phones and electronic devices used without the consent and academic direction of the teacher will be confiscated and sent to the relevant Administration area. They will be returned to the student at the end of the day and a record of the confiscation will be kept. Students will be required to log their device into the Administration area the following day.

If a device is confiscated on a second occasion, parents will be asked to come to school to discuss the ongoing need for their child to have this device at school.

If a parent / guardian needs to contact a student during the school day, please contact the Front Office on 08 8595 4500. These messages will be given to the relevant students at the next convenient break in the school day. In the case of emergencies, messages will be given to students immediately.

If a student needs to contact their parent or caregiver, they can be facilitated and supported at the College Administration desk.

Acceptance of this policy will enable students to use Mobile Communication Devices as per the above.

Unacceptable Use of Communication Devices

Using devices in an inappropriate manner is unacceptable and will not be tolerated. Inappropriate uses of these devices include but are not limited to:

- Using at a time that will disrupt the learning environment or interfere with the operation of the College;
- Making calls or sending messages with the intent to bully, harass or threaten another person;
- Taking photographs without the consent of other people;
- Using obscene, derogatory or socially unacceptable language while using a device;
- Using mobile phones and/or devices to receive downloads and display inappropriate photographs or other material.

It should be noted that it is a criminal offence to use a mobile communication device to menace, harass or offend another person or to display or distribute inappropriate photographs. The College may consider it appropriate to involve the police. The school will not accept any responsibility for the damage or loss of students' mobile phones or any other ICT equipment whilst on school premises. Respectful and appropriate use of all ICT's is expected of every student to ensure the safety of our students and to minimise disruptions to the operations of our school.

MOBILE COMMUNICATION POLICY approved by:			
SIGNED (Principal or Delegate)		Date:	
SIGNED (Board Chair)		Date:	
SIGNED (Responsible Leadership Member)		Date:	
POLICY TO BE REVIEWED BY (person/role):	December 2023	Review Date:	

MOBILE COMMUNICATION DEVICE AGREEMENT

For students to bring a communication device onto school grounds they must have read and understood the Mobile Communication Device Policy. Acceptance of the Policy is agreeing to the following and will enable students to use mobile communication devices in line with the Policy.

Student Agreement

As a student of St Francis of Assisi College, I have read the Mobile Communication Device Policy and I agree:

- When bringing my mobile phone or similar device to school I will switch it off as soon as I enter the school grounds and keep it out of sight until I reach my locker before home group.
- As a student, I will keep my phone in my locker on silent and with notifications turned off.
- I understand and will abide by all the guidelines for acceptable use of mobile phones and similar devices at St Francis of Assisi College.
- I understand the behaviours that constitute unacceptable use of mobile phones and other communication devices and will not engage in these behaviours at any time.
- I acknowledge that if I break the terms of this agreement my phone will be confiscated, my parents will be contacted, and I may be banned from bringing my phone onto school grounds.

I have read and understood my responsibilities and agree to abide by this Policy. I know that if I breach this User Agreement there may be serious consequences.

Parental Agreement

I have read the Mobile Communication Device Policy and agree to the following:

- I give permission for my child to carry a mobile phone or similar device to school.
- I have read the St Francis of Assisi College Mobile Communication Device Policy about appropriate use of mobile phones, and similar devices, and have discussed the guidelines and procedures with my child.
- I agree to support College Policy with regards to mobile phone and digital device use and agree to support College decisions and actions regarding these items.
- I understand that this form will be kept on file and details may be used to assist in identifying a phone should the need arise

I have read and understood the Policy and am aware of the College's initiatives to maintain a safe learning environment, including my child's responsibilities.