



St Michael's College

Mobile Devices Policy

Policy

Mobile devices are part-and-parcel of life. In the spirit of Catholic Education that promotes good stewardship of resources and just interaction within community, at St Michael's College students may use mobile devices to promote good and sustainable educational outcomes, within explicit circumstances. Outside of the explicit circumstances, (outlined in the policy), mobile devices must not be used or seen between 8.30am at the College and 2.55pm.

Purpose

This policy outlines the expectations regarding mobile device use by students while at the College, (including excursions and camps), and the roles of staff and families in supporting student appropriate mobile device usage.

The purpose of this policy is to produce proper-use parameters for the use of mobile devices within the College environs for all students at St Michael's College so that everyone is clear about what will be encouraged and what will not be tolerated in the pursuit of respectful and appropriate use of mobile devices.

General expectations

- Students are allowed to bring mobile devices to the College.
- The College accepts no responsibility for the loss, theft or damage to students' mobile devices.

This policy applies to all mobile devices, including but not limited to

- Mobile Phones
- Headphones (including Earplugs/Earbuds)
- Smart Watches

Rationale

This policy is aligned with the vision and ethos of Brisbane Catholic Education along with the Mission, Vision and Values of St Michael's College. Digital technology can empower authentic, meaningful, collaborative and engaged learning. It can help students connect, succeed and thrive. Educating students to be safe, responsible and respectful users of technology is an effective way to manage the risks.

Policy expectations

The College acknowledges that there are times when it is genuinely appropriate and beneficial for students to have access to a mobile device (specifically mobile phone / earphones). Students may for example, need to contact parents in emergencies or to confirm or change a collection time from school. The following requirements need to be adhered to by students, when using mobile devices at the College:

- Mobile phones are not to be used in a manner or place that is disruptive to the normal routine of the College. This includes the sending or receiving of text messages during class or using their phone within the College grounds.
- Students may only use their mobile phones before or after school, or during recess and lunch breaks at the designated phone zone, for the reason of contacting a parent/guardian or confirming casual work arrangements.
- The designated phone zone is the covered area immediately outside the College Canteen and Student Services building. Students are to seek permission prior to using their phone by a member of staff on duty.
- Students may use their mobile devices to access and use their 'digital wallet' as a payment method at the

College Canteen.

- When staff have specifically asked students to bring their headphones to access subject content in a particular lesson, students should collect the headphones from their lockers at break and also return them during the next break.
- The use of mobile phone for listening to music in the classroom is prohibited.
- At the absolute and explicit discretion of teaching staff, senior students may be granted permission to listen to music for study/research lessons. This can occur through their College issued laptop computer.
- Senior students timetabled into the Library for a study line may listen to music for the classes they are timetabled into the Library. This can occur through their College issued laptop computer.
- The College accepts no responsibility for the loss, theft or damage to student supplied mobile devices.
- If students should need to contact their parents directly during class, they should follow the usual College procedure of contacting them through the office.

Policy expectations breach implications

Students may occasionally make poor choices when seeking to uphold the College mobile devices policy expectations.

Breaches in the learning environment and in the College grounds:

- Mobile devices are not to be **used** or **seen** at any point during the school day (Outside of the Phone Zone).
 - Earphones are not to be **used** or **seen** at any point during the school day without explicit permission from a teacher.
1. Any breach of this policy in the learning environment or anywhere within the College Grounds (Outside of the phone zone) will be dealt with as an automatic device hand-in. (This means that the student will need to hand their device in at Student Services)
 2. Students in this situation will register their details with Student Services Office staff, placing their mobile phone into an individual lockbox until the end of the day (2.55pm).
 3. If the student receives 3 hand-ins within a term. A parent or carer will be required to collect the device from Student Services on the 3rd hand-in.
 4. If students fail to hand their phone in they will receive a warning in the first instance, any further instances may result in a parents being asked to meet with the relevant Head of Engagement.
 5. Further infringements may result in a Student Support Meeting being held between the Head of Engagement, Student and Parent to address concerns and put appropriate supports in place.

References

- St Michael's College Student Behaviour Support Plan

Documentation Information	
Audience	St Michael's Community
Policy Owner	St Michael's College Board
Policy Manager	St Michael's College CLT

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