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 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.
- 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 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.

Policy expectations breach implications

Students may occasionally make poor choices when seeking to uphold the College mobile devices policy expectations. In alignment with this policies rationale, the College will take an educational approach when dealing with a breach of policy expectations.

Breaches will be dealt with under two separate categories:
- In the learning environment & (RTC processes)
- In the College grounds (RTC processes)

Breach in the learning environment

This policy works in concert with RTC provisions in an explicit partnership in support of effective learning and teaching required by the College Educational Framework.

RTC provisions state: "Mobile devices are not to be used or seen during lesson times."

1. Any breach of this policy in the learning environment will be dealt with as an automatic referral to RTC. (This means that the student may return to class after having been to RTC and completed an RTC 'Sign Off' plan.)
2. Students in this situation will complete a single page RTC Plan which will be negotiated and signed off by the teacher in the RTC. Students will then be issued with a return to class time slip.
3. If the student subsequently, on return to class, does not adhere to the proper use of Mobiles in that class the student will be referred a second time to the RTC and must complete a second RTC Plan. Students will not return to class during that lesson.
4. A student who accumulates 4 Mobile Device referrals in a Term will be required to hand in their mobile device in the morning to Student Services for a period determined by the Pastoral Head of Year.

Breach in the grounds

This policy works in concert with College 'yard issue' provisions in an explicit partnership in support of effective teacher and student relationships.

1. Any breach of this policy in the College Grounds (Outside of the phone zone) will be dealt with as an automatic referral to RTC. (This means that the student may return to the yard after having been to RTC and completed an RTC 'Sign Off' plan.)
2. Students in this situation will complete a single page RTC Plan which will be negotiated and signed off by the teacher in the RTC.
3. A student who accumulates 4 Mobile Device referrals in a Term will be required to hand in their mobile device in the morning to Student Services for a period determined by the Pastoral Head of Year.

References

- St Michael's College RTC Procedures
- St Michael's College Student Behaviour Support Plan