



Catholic Regional College Sydenham

Policy: Mobile Phones – Student Use

Purpose

To outline Catholic Regional College Sydenham's policy requirements and expectations relating to students using mobile phones during school hours.

Scope

This policy applies to:

1. All students at Catholic Regional College Sydenham; and
2. Students' personal mobile brought onto school premises during school hours, including recess and lunchtime.

Definitions

A mobile phone is a telephone with access to a cellular (telecommunication) system, with or without a physical connection to a network.

Policy

Catholic Regional College Sydenham understands that students may bring a personal mobile phone to school, particularly if they are travelling independently to and from school.

At Catholic Regional College Sydenham:

- Students who choose to bring a mobile phone to school must have it switched off and securely stored during school hours either in the secure boxes provided in Home Rooms or in a personal locker.
- Exceptions to this policy may be applied if certain conditions are met (see below for further information)
- When emergencies occur, parents or carers should reach their child by calling the school's office.

Personal mobile phone use

In accordance with the Department's Mobile Phones Policy issued by the Minister for Education, personal mobile phones must not be used at Catholic Regional College Sydenham during school hours, including lunchtime and recess, unless an exception has been granted.

Where a student has been granted an exception, the student must use their mobile phone for the purpose for which the exception was granted, and in a safe, ethical and responsible manner.

Secure storage

Mobile phones owned by students at Catholic Regional College Sydenham are considered valuable items and are brought to school at the owner's (student's or parent/carer's) risk. Students are encouraged not to bring a mobile phone to school unless there is a compelling reason to do so. Please note that Catholic Regional College Sydenham does not have accident insurance for accidental property damage or theft. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items.

Where students bring a mobile phone to school, Catholic Regional College Sydenham will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Catholic Regional College Sydenham students are required to store their phones in the lock boxes provided in each student Home Group room. Should a student arrive late, or need to leave early, the responsibility is of the student to hand their phone in to the school administration office to be placed in a lockable storage facility

Enforcement

Students who use their personal mobile phones inappropriately at Catholic Regional College Sydenham may be issued with consequences consistent with our Mobile Phone Use Policy.

At Catholic Regional College Sydenham inappropriate use of mobile phones is **any use during school hours**, unless an exception has been granted. Particularly use of a mobile phone:

- in any way that disrupts the learning of others;
- to send inappropriate, harassing or threatening messages or phone calls;
- to engage in inappropriate social media use including cyber bullying;
- to capture video or images of people, including students, teachers and members of the school community without their permission;
- to capture video or images in the school toilets, changing rooms, swimming pools and gyms; and
- during exams and assessments.

Confiscation of Phone

In the event that a student is found to be using their phone onsite without permission, the phone will be confiscated and stored securely in the administration office until a parent/guardian is able to collect it.

- 1st confiscation: Collected by student at the end of that school day.
- Subsequent confiscation/s: Collected by parent/guardian at the end of that school day. If parent/guardian is unable to collect the phone at this time, the phone can be collected any time during office hours after this point. The student will be required to sign their phone in and out at the front office each day. This will remain current for the duration of the semester after the point of confiscation. A care team meeting will be held with students and parent/guardian.

A parent must collect the phone from the College. This can be done by collecting from reception and signing for it. If families wish to speak to someone about the matter then they can make an appointment with the Cluster Coordinator at a time when the Cluster is available and the Cluster will be given the phone prior to the meeting to return to the parent.

Camps, excursions and extracurricular activities

Catholic Regional College Sydenham will provide students and their parents and carers with information about items that can or cannot be brought to camps, excursions, special activities and events, including personal mobile phones.

Exclusions

This policy does not apply to:

- Travelling to and from school; and
- iPads and all other tablet devices.

Review Period

Managed by: Principal and Deputy Principal - Staffing	Contact Persons: Principal, Deputy Principal – Staffing, Assistant Principal – Wellbeing & Resilience, Assistant Principal – Learning & Teaching, Director of Community Engagement and Principal's PA	Approved by: Principal, Deputy Principal - Staffing
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