



Mobile Phones and Communication Devices (Student Use Of) Policy

The Hazard - Mobile Phones

Mobile phones and mobile communication devices (eg SMART watches) can create a range of hazards when brought to St Therese's School:

- They are valuable items that can easily be lost, stolen or damaged in the St Therese's School environment;
- Using phones and communication devices inappropriately to bully, intimidate or harass people can have serious consequences including police involvement; and
- Communication devices and mobile phone usage in St Therese's Schools not only disrupts learning for the phone user but also for fellow students.

St. Therese's School's Policy

St. Therese's School acknowledges parents may wish their child to carry a mobile phone for personal safety reasons however, the right of a student to have access to a mobile phone at St Therese's School must be balanced with the responsibility to use it appropriately.

It is our policy that:

- Mobile phones and mobile communication devices are brought to St Therese's School at the owner's own risk. No liability will be accepted by the St Therese's School in the event of loss, theft or damage of the phone;
- Mobile phones and mobile communication devices must only be used by students before or after St Therese's School, and never during school hours (8.30am - 3.40pm)
- Mobile phones and mobile communication devices must be kept on silent mode and kept in a child's bag or locker during school hours to minimise distractions;
- Mobile phones must not be used inappropriately. Refer to our Bullying Prevention and Intervention, Information and Communication Technology Usage Policies;
- Phone cameras are not to be used within the St Therese's School grounds and in particular, where it would be considered inappropriate such as in change rooms or toilets;
- Students should never photograph or record any person without their express permission;
- Reports of all incidents of misuse of mobile phones and mobile communication devices will be recorded and retained on the student's file; and
- Parents are to be informed that in cases of emergency, the St Therese's School is the only appropriate point of contact to reach their child quickly.

Staff Responsibility

Staff are responsible for:

- Modeling appropriate behaviour at all times;
- Ensuring students are provided with ICT Agreements, that they understand them, and that they understand they will face disciplinary action in the event they misuse ICT equipment and devices;
- Be vigilant in monitoring students for mobile phone use;
- Ensuring mobile phones and mobile communication devices are not used during school hours;
- Dealing with all reported and observed incidents of inappropriate mobile phone use in accordance with this policy; and
- Ensuring that any incident of inappropriate mobile phone use that they observe or is reported to them, is recorded appropriately.

Implementation

This policy is implemented through a combination of:

- Staff training;
- Student ICT Agreements;
- Effective student supervision;
- Effective incident notification procedures;
- Effective communication procedures;
- Effective management of incidents of inappropriate mobile phone usage when reported and/or observed;
- Effective record keeping procedures; and
- Initiation of corrective actions where necessary.

Discipline for Breach of Policy

Where a staff member or student breaches this policy St. Therese's School may take disciplinary action.

Related Policies

- Bullying Prevention & Intervention Policy
- ICT Usage Policy
- Child Safety Policy - Photographing, Filming and REcording (Students)
- Child Safety and Wellbeing
- Privacy Policy

Responsible Officer	Principal
Approving Body	St Therese's Primary School
Approval Date	June 2022
Risk Rating	High
Date of Next Review	2024