



Mobile Phone and Digital Devices Policy

In order to build a culture of high expectations, students and their parents / caregivers must support and adhere to the College policy for the appropriate use of mobile technologies and digital devices in all facets of College life.

The College reserves the right to incorporate any new technologies or devices within the definitions of this College policy.

References to Mobile Phones and Digital Devices includes but is not limited to: mobile phones; smartwatches; speakers; earphones* and any devices, other than those devices issued to students by Aquinas College. The definition of *earphones** includes but is not limited to: wired and wireless earphones, airpods, headphones etc.

The College stance is that issues of concern associated with such devices include the potential for: disruption to the teaching and learning environment; theft; privacy and child protection; inappropriate use; bullying; cyber-bullying; safety concerns; sensory impairment; anti-social behaviours; internet filtering; the transfer or downloading of inappropriate material; and interference with the approved communication processes of the College, etc.

In reference to devices owned and distributed by Aquinas College, the College reserves the right to determine appropriate use and installation of software and apps installed. Please refer to the *Acceptable Use of Computer and Internet Resources* policy. Devices owned and distributed by the College cannot be used during break times except in the College library.

It must be noted that Aquinas College is not liable for any lost property, damage, and/or theft of mobile phones, digital devices and/or earphones used on the College grounds or at College events pursuant to this policy.

EXPECTATIONS FOR STUDENTS

According to the definitions above which remain the ongoing right of the College to determine:

- Mobile phones and digital devices including smartwatches used for communication must not to be used, seen or heard in the classroom or College grounds between 8.30am – 3.00pm.
- *Earphones** of any kind must not be used, seen or worn while at the College or College events, including break times or when moving around the College grounds between 8.30am – 3.00pm.
- Students must turn off all mobile phones and non-school-issued digital devices such as smartwatches whilst on College grounds or at College events.
- Mobile Phones, Digital Devices or Earphones* must only be used at the discretion of the teacher.
- As the staff of the College are fully supported by Aquinas College to apply this policy, students are expected to comply immediately and politely with staff instructions regarding Mobile phones, Digital Devices and Earphones*.
- It is not appropriate for students to record incidents in the College ground and when in College uniform including but not limited to physical altercations and bullying. Consequences for this action will include suspension.

Consequences for Non-Compliance with College Mobile Phone and Digital Devices Policy

- 1st Infringement:
 - Students using mobile communication devices or *earphones** during the school day will be required to hand them in. The device(s) will be kept at the College Front Office and students can collect them after 3.00pm.
 - The infringement will be recorded on SBSS (Student Behaviour Support System).
- 2nd Infringement
 - The device(s) will be handed in and kept at the College Front Office. Students can collect them after 3.00pm.



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- Students will be issued with a *Monday Afternoon Behaviour Support*. The infringement will be recorded on SBSS (Student Behaviour Support System).
- 3rd Infringement
 - The device(s) will be handed in and kept at the College Front Office.
 - Parents/caregivers will need to accompany the student and collect the device(s) after or before school from a member of the College Leadership Team. Parents/Caregivers are required to make an appointment with a member of the College Leadership Team.
 - Students will be issued with a *Friday Afternoon Behaviour Support*. The infringement will be recorded on SBSS (Student Behaviour Support System).
 - Students will be placed on a *Contract for the Appropriate Use of Mobile Phones and Digital Devices*.
- Infringements after 3rd Offence
 - A member of the College Leadership Team will be notified immediately to collect the device(s).
 - Students will be issued with a *Friday Afternoon Behaviour Support*. This will be recorded on SBSS (Student Behaviour Support System).
 - Students will be referred to the College Principal and/or Deputy Principal and will be required to meet with the College Principal and/or Deputy Principal regarding the ongoing breach of the College Policy and breach of a *Contract for the Appropriate Use of Mobile Phones and Digital Devices*.
- Further Breach of Policy / Contract
 - If any breach of the *Contract for the Appropriate Use of Mobile Devices* occurs by the student, or there is any non-compliance to any staff member's directions regarding the policy, then referral will be made to the Principal and/or Deputy Principal. The Student and Parent/Caregiver will be interviewed regarding consequences of the ongoing breach of College Policy and Leadership Contract.

EXPECTATIONS FOR PARENT/CAREGIVERS

- Parents / Caregivers are asked to support the *Mobile Phone and Digital Devices Policy* and its implementation as a condition of their child's enrolment.
- Parents / caregivers must not contact their children directly via mobile devices while students are at school or at school activities.
- All parent / caregiver communication to their child from 8.30am – 3.00pm must be addressed through SAO (Student Administration Office) or Front Reception.