



COLLEGE OPERATIONS

MOBILE DEVICE POLICY – STUDENTS

Introduction

At Santa Maria College students are expected to use mobile devices in a safe, responsible and ethical manner reflective of the values of the College. As a communication device, mobile devices such as phones, iPads and tablets, when used appropriately, offer students and their parents ease of communication and a sense of personal safety. However, mobile devices also have the capacity to negatively impact on the learning environment and the safety and well-being of students.

Mobile phones have become sophisticated devices with an increasingly significant impact on students learning and wellbeing. Constant connectivity causes distractions that remove the focus from learning and hinder full participation in the co-curricular life of the school. Mobile phones reduce the quality of in-person social interactions, and impact on well-being, resilience and the students' capacity to problem solve within their school environment.

This Policy aims to establish guidelines for the use of mobile devices within the school environment and set out the responsibilities of students, parents and staff.

What is Inappropriate Use?

Mobile devices are to be used appropriately in order to facilitate the learning of students. Generally, a mobile device is deemed as being used inappropriately if it:

- disrupts or is likely to disrupt the learning environment; or
- threatens or is likely to threaten the safety or well-being of any person; or
- impacts on personal wellbeing – causes anxiety, addictive or compulsive behaviours, interferes with sleep patterns, reduces personal resilience, impacts on privacy, etc.; or
- interferes with the operation of the school or is in breach of any law.

Inappropriate use of mobile devices includes students using them to bully, intimidate or otherwise harass other people through any form of messaging, photographic, video or other data transfer system available on the device. This type of misuse will be dealt with under the Pastoral Care Policy.

Guidelines for Use:

1. Once at school the student's mobile device should be turned off.
2. Years 5 and 6 students must hand their phones to their class teacher on arrival at school and collect it at the end of the school day.
3. Years 7 to 10 students are to place their phones in their locked locker on arrival at school and only remove it at the end of the school day. It should not be checked during the school day i.e. not during class or at breaks.
4. Years 11 and 12 students should have their mobile phones turned off or on silent profile whilst at school as devices that ring or beep during the school day disrupt the learning environment. Phones should be kept out of sight. Phones seen or heard during the school day will be confiscated and stored at Student Services until the end of the school day. The confiscation will be noted on SEQTA. Three confiscations will result in an after school detention and removal of the privileges offered to Year 11 and 12 students.
5. Teachers may give students permission to use mobile phones in class for educational purposes subject to the same regulation and supervision as laptops.

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6. If a student needs to communicate with a parent during the school day they can phone from Student Services. The Health Centre nurse will contact parents/guardians in relation to medical needs or illness.
7. If the parent has an urgent message for their daughter they should contact Student Services for assistance.
8. Students may access their phones at the end of the school day to communicate with their parents/guardians.
9. If mobile devices are seen or used during the day they will be confiscated and stored at Student Services. The device can be picked up at the end of the school day and the confiscation noted on SEQTA. Three confiscations will result in an after-school detention.

Responsibility for Mobile Devices

- Students bring mobile devices to school at their own risk – the school and school staff members will not accept any responsibility for any loss or damage to mobile devices.
- Students are expected to keep their phones locked in their locker.
- Students agree to the MacBook Guidelines when they access their laptops. This document is located on SEQTA.

Future Directions

Increasing divergence of technologies has created a situation where mobile devices that can be used for educational purposes are commonplace and may have a place in the educational environment of the College. The College will be flexible in its policies regarding these devices and will adjust this document to suit the changes that occur.