



Mobile Phone Policy

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Policy Evaluation: December 2024

Introduction

The Mobile Phone Policy has been developed to maximise the holistic development of students at St. Francis Catholic College (SFCC). In recognising the impact technology has on learning and wellbeing, the following policy provides a framework for the use of mobile phones at SFCC.

Context

SFCC is a Diocesan K-12 school in the Edmund Rice tradition in the Parish of Mary, Mother of the Church, Macquarie Fields. The College motto encourages all members of the community to grow and develop 'open minds and open hearts'. Opening minds by the promotion of student excellence through new and challenging learning experiences, and opening their hearts to be faith-filled people of integrity, courage, compassion, inclusion and justice.

Purpose

SFCC is committed to the holistic development of students. Non-educational use of mobile phones can cause a distraction to students whilst at school. Furthermore, SFCC seeks to ensure the College fosters an environment that respects the dignity and value of all students. The SFCC Mobile Phone Policy seeks to provide clear processes and procedures for the use of mobile phones.

Guidelines

Students bringing mobile phones to school do so at their own risk. The College does not accept responsibility for the loss/damage of mobile phones.

Mobile phones are not to be visible throughout the school day, whilst the student is on site.

In the classroom/learning environment:

- Teachers may provide permission for students to utilise their mobile phone for a specific purpose and for a specified period of time.
- Teachers may permit students to use their mobile phone for educational purposes.
- Students are not to have on their person a mobile phone, if they are in an examination/assessment of any form (unless directed by a staff member).
- If students are attending an excursion or sporting activity, the supervising teacher may permit students to utilise their mobile phone to contact parents/carers or emergency contacts.

Students should not use their mobile phone to contact parents/carers directly whilst at school. In the event of an emergency, or if the student feels unwell, students should follow the College procedures detailed below:

- The College staff will contact parents/carers or emergency contacts as required.
- Students are to attend Student Services if they are unwell and College staff will contact parents where required.

If a student needs to contact their parent/carer throughout the day:

- Students can see their Year Coordinator or visit Student Services if they would like to request to contact their parent/carer throughout the school day.
- At the conclusion of the school day, students may seek permission from a teacher on duty to check their mobile phone for messages regarding travel arrangements.

If parents/carers need to contact their child/ren throughout the day

- Parents/carers are requested to contact the College Reception, to avoid disruption to learning.

Procedures

First & Second Infringements logged on Compass

- Student will be asked to put the mobile phone away.
- Teacher will document mobile phone policy breach on Compass.



Third Infringement logged on Compass

- Student will be asked to put the phone away.
- Teacher will document mobile phone policy breach on Compass.
- **Kindergarten - Year 8:** Year Coordinator to place student on a Break 2 Time Out.
- **Years 9-12:** Year Coordinator to place student on an Afternoon Detention.



Subsequent Infringements logged on Compass

- Student will be asked to put the phone away.
- Teacher will document mobile phone policy breach on Compass.
- Year Coordinator to liaise with Assistant Principal: Pastoral Care to determine further action, which will include any combination of the following: handing the mobile phone/s into Student Services, a Behaviour Plan, meeting with parents/carers etc.

* These infringement counts will reset at the end of each school term.

Inappropriate use of a mobile phone

Where students are found to be using a mobile phone at school in an inappropriate manner, further consequences may apply, which include but are not limited to, the confiscation of the mobile phone. Acceptable use of a mobile phone must also include consideration for the CeDOW Student Responsible Use of Technology AGREEMENT.

Inappropriate use of a mobile phone includes:

- using it in a way that disrupts or is likely to disrupt the learning environment or interfere with the operation of the school
- bullying, intimidating or otherwise harassing others through SMS or text messaging or through photographic, video or any other means of sharing (eg. airdrop, email/chats, social media) available on the phone
- recording of conversations, including lessons and social conversations, without the knowledge and permission of the teacher or those involved in the conversation
- downloading or otherwise accessing inappropriate material on the internet such as child abuse or pornographic or other offensive material
- filming of fights or other criminal behaviour involving students that occur at school, during school activities or while on the way to or from school
- using it in a way that threatens or is likely to threaten the safety or well being of any person
- using it in a way that is in breach of any law
- posting of material when students are in their College uniform or that compromises the reputation of the College

(Adapted from the DET: Technology Misuse in Schools)

Exemptions and/or Exceptions

Students with medical or disability needs may apply for an exemption to this policy.

Exemptions and/or exceptions to the policy will be examined and discussed and reviewed on a case-by-case basis.

Exemptions and/or exceptions to this policy can be applied for in writing to the College Principal for consideration.



ST FRANCIS CATHOLIC COLLEGE EDMONDSON PARK

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Request for Exemption to the SFCC Mobile Phone Policy

I _____ request permission for my child _____

of Homeroom _____ to be granted an exemption to the SFCC Mobile Phone Policy for

the purpose of _____

for the period of _____ to _____

Signed: _____

Date: _____

Office Use only:

Exemption granted by: _____ for the purpose of

Signed: _____

Date: _____

A copy of this letter to be uploaded to the student's Compass profile and shared with parents/carers.