



St Joseph's  
College  
TOOWOOMBA

## Mobile Phone Policy

2019 - 2020



Let's create  
your best  
future, *together.*

# MOBILE PHONE ACCEPTABLE USE POLICY

The increased access to mobile phones by students requires that St Joseph's College teachers, students and parents take steps to ensure that mobile phones are used responsibly within the College environment.

St Joseph's College has adopted the "*Acceptable Use Policy*" for mobile phones that provides teachers, students and parents with guidelines and instructions for appropriate use of mobile phones during College hours.

In order for students to carry a mobile phone during College attendance hours, students and their parents or guardians must first read and understand the Acceptable Use Policy.

The Acceptable Use Policy for mobile phones also applies to students during College excursions, camps and co-curricular activities.

St Joseph's College accepts that there are genuinely appropriate reasons for students to have access to a mobile phone – for example:

- to contact parents in particular circumstances
- to confirm or change a meeting time with parent/employer
- whilst travelling on public transport to and from the College
- to protect students from everyday risks including personal security and safety

Parents are reminded that [the College office remains the appropriate point of contact](#) and this action can ensure your child is assisted in any appropriate way while at the College.

## Acceptable Use of a Mobile Phone

The following rules apply with respect to mobile phones:

- Courtesy, consideration of and respect for others are paramount at all times.
- Parents and students should ensure that phones are properly and adequately insured as personal property.
- Phones are brought to school **entirely at the owner's risk**. The College **does not accept any responsibility for theft, loss, damage or health effects** (potential or actual) resulting from mobile phone use on College premises or at College sponsored functions. Students and parents should be aware, however, that mobile phones are a target for theft.
- Phones are to be switched off during the school day [8.25am – 3.03pm] and are required to place their mobile phones in their (locked) locker, from the time they arrive at school (8.25am) until the end of the school day (3.03pm).
- If a mobile phone is used on school grounds inside the times stated, the mobile phone will be placed in the Student Entrance and the relevant House Middle Leader will contact parents/guardians and arrange for collection accordingly.



- If students need to contact a parent, guardian or other, they are required to use the College phone located in the Student Entrance area.
- Mobile phones can only be used under the explicit direction of a teacher.
- It is strongly advised that students use passwords/pin numbers to ensure that unauthorized phone calls cannot be made on their phones (e.g. by other students, or if stolen). Students must keep their password/pin numbers confidential. Mobile phones and/or passwords must not be shared.

## Unacceptable uses of a Mobile Phone

*It is a criminal offence to use a mobile phone to menace, harass or offend another person. Students with mobile phones must not; engage in personal attacks, harass another person, or post private information about another person using SMS messages, take/send photos or objectionable images.*

- Unacceptable usages include the sending and receiving of text messages or data. There are no exceptions to this.
- Phones must not be taken into examinations.
- Phones must not be used to take photos in change rooms, toilets or in any situation that may cause embarrassment or anxiety to fellow students, staff or visitors to the College.
- Students are not permitted to photograph, video or upload images of other students or staff. This applies to mobile devices and also laptops.
- Use of vulgar, derogatory or obscene language on a mobile phone.
- Use of mobile phone to cheat in classes or assessment times.
- Use of mobile phone to bully another person.

## Consequences for inappropriate use

The following consequences will apply if a student does not comply with the above:

- Phone will be confiscated, and it will be put into the Student Entrance area and parents informed. Parents may collect the phone at their convenience.
- Repeat infringements may result in the forfeiture of the privilege of the student to bring a phone onto the premises.
- Serious infringements e.g. bullying, cheating, taking of photos will mean that the student faces disciplinary actions as sanctioned by the AP – Student Welfare.
- Infringements may result in the matter being referred to the Police. In such cases the parents will be informed.
- Where the phone has been used to take / send an image (which is deemed to be a criminal offence) the phone will be handed to Police.

Reviewed June 2019

