



Kildare Catholic College

Phone: 02 6932 6100 Fax: 02 6925 5542 Email: kcc-info@ww.catholic.edu.au

Mobile Phones

(Effective 30th January, 2023.)

Background:

Anecdotally, it is known that families, who have supervision of their children for over 80% of time, enforcing disconnection at home is challenging. Many students seem to be addicted to their phones as reported by families.

When used appropriately, a mobile phone can enhance learning in the classroom. However, with the significant amount of misuse by students, and a reduction in social interaction and an impact on the development of social skills along with a reduction in physical activity is evident.

Mobile phones are well entrenched into modern society. We are obliged to guide our students to become responsible digital citizens. At the same time the volume of time spent by staff in secondary schools on mobile phone related issues including interruption to learning in classes and wellbeing matters caused by cyberbullying at school or outside school, was at an intolerable level.

With the proper formation of our students in mind there is a need to act to address these issues. The College will of course continue with our programs of learning to educate our young people to be good digital citizens. E.g. Safe on Social have been engaged to work with students and families in 2023.

It is recognised that parents wish their daughters / sons to be carrying a mobile phone for communication. We further recognise that students don't want restrictions.

However the College cannot allow these to be the disruption to learning. The college has to be able to manage its operations to ensure the safety of students and staff as part of the overall formation of our young people which we are called to do.

It is a reality too that much of the need for a digital device can be effectively catered for with the ChromeBook that all students have with appropriate application filtering already in place.



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Mobile device use Policy and Procedures.

This policy covers the use of mobile phones, smart watches, headphones / ear buds.

- Mobile phones are brought to the College at the owner's own risk.
- The College notes that the preferred communication with students during a school day is through the front office. Ph. 69326100
- Mobile phones must be kept on silent mode and kept out of sight at all times through a school day unless:
 - It is the first five minutes of Recess or Lunch when students may check their phones for parent messages or
 - For payment for purchases at the Canteen or Cafe. (Mobile devices are to remain in a student's pocket until use is required.)
 - Students in a class are given instructions to use a mobile device in the classroom by staff as part of learning. (This does not include listening to music as a reward or during study lessons.)
 - A student who has approved access to their phone due to a medical reason needs to access their phone. Approval will be given based on a medical letter from a doctor. The approval in advance will come from AP / Principal with appropriate notice from the student's parent / guardian.
- Students are to access Compass to check their timetable via their Chromebook.
- Students are not to hot spot their Chromebook to their mobile phone. Students who do so will be breaking this policy- see below.

Classroom Procedures

- Students must place their phones, smart watches and earbuds in the numbered pockets upon entry to the classroom.
 - Students will line up outside the classroom.
 - Students move into the room in an orderly fashion and place their phone in the numbered pocket under the supervision of the class teacher.
 - Students are not to access their phone during the lesson unless permission is given by the class teacher.



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- Students are not to touch the phones of other students.
- Students are not to bring more than one phone to school.
- At the conclusion of the lesson, students must await teacher instruction, collecting the phone in an orderly manner as they exit the classroom.

Before School, After School and Bus Duty

- Students must keep phones out of sight with the exception of the need to use their phone to contact parents or carers to make arrangements for travel or activities after school.
- Students must follow the guidelines for appropriate use of mobile phones at all times.

Recess and Lunch Procedures

- Students may use their phone to check for parent messages during the first 5 minutes of Recess and Lunch.
- Students may use their phone to purchase food at the canteen and cafe.
 - If students have their phone out after the first 5 minutes, if required, the teacher on duty will ask students to put their phone away.
 - It is assumed students will follow this instruction promptly.
 - If students do not follow the instruction, they can expect there will be consequences (See below).

Exams and Assessments

- Mobile phones and/or smart watches must not be brought into exams or class assessments.

Sickbay, Learning Hub and Wellbeing Office

- Mobile phones must be handed in if a student is in sick bay.
- Students who are referred or self-refer for time out must hand their phone in at the Wellbeing Office. (implemented 24/10/22)



Inappropriate use of mobile phones

Mobile phones must be used responsibly at all times. Inappropriate use includes:

- bullying, intimidating or otherwise harassing others through SMS or text messaging or through photographic, video or other data transfer system available on the phone.¹
- 'hotspotting' your phone to your Chromebook
- recording of conversations, including lessons, without the knowledge and permission of the teacher or those involved in the conversation. Recording by sound or video will be viewed as a serious breach of the enrolment agreement and will have significant consequences.²
- sexting which involves sending sexually explicit or suggestive messages or pictures.³
- use of the phone camera unless it is in the context of learning e.g. creative or performing arts classes.
- 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.⁴
- using it in a way that threatens or is likely to threaten the safety or wellbeing of any person.
- use that is in breach of any law.

In circumstances where a student's phone has content on it which breaches the law, the school is required to confiscate the phone and pass it on to the police.



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Consequences for non compliance

- Failure to follow this policy by a student will result in the following steps:

First infringement	<ul style="list-style-type: none">● Phone will be confiscated by a teacher and handed to the student's Academic and Wellbeing Coordinator or the Leader of Academic Care and Wellbeing.● Teacher will log a phone infringement in Compass.● Student collects their phone at the end of the day.
Second Infringement	<ul style="list-style-type: none">● Phone confiscated by teacher and taken to the front office.● Logged notification in Compass and contact made to parents by email.● Phone to be put in College safe in an envelope with the student's name for parents to collect.
Third infringement	<ul style="list-style-type: none">● As per Second Infringement.● Further parent / student meeting with ACWC to discuss the issue.● Student is to be placed on a behaviour plan where the phone is handed in to the front office at 8.30am and collected at 3.20pm.
Fourth infringement	<ul style="list-style-type: none">● As per Second Infringement.● Student may be suspended● Parent to attend an interview with AP / Principal to discuss the underlying lack of cooperation and the student's future in the College.



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Endnotes: Legalities of inappropriate phone use

1. According to the *Crimes Act 1900 (NSW)* it is a criminal offence to use a mobile phone to menace or harass.
2. The *Surveillance Devices Act 2007 (NSW)* sets out that it is an offence to record a “private conversation” when parties to the conversation do not consent.
3. Sexual explicit images and content related to children are considered to be child abuse by the law. The *Crimes Act 1900 (NSW)* states that any person who produces, sends, transmits, disseminates or possesses child abuse material is guilty of an offence.
4. Content involving children involved in fights or children engaged in criminal behaviour is considered to be child abuse material according to the law. The *Crimes Act 1900 (NSW)* states that any person who produces, sends, transmits, disseminates or possesses child abuse material is guilty of an offence. Filming of fights or of students engaged in criminal behaviour, such as vaping, is also prohibited because it would be considered a recording of private “activity” taken without consent in terms of the *Surveillance Devices Act 2007 (NSW)*.