



Mobile Device Management Policy



POLICY: Mobile Device Management

1. PURPOSE

In order to build a culture of high expectations, all members of the Chisholm Catholic College community must support and adhere to the College policy for the appropriate use of mobile devices in all facets of College-life. Parents/caregivers are expected to support the Mobile Device Management Policy and its implementation as a condition of their child's enrolment.

From 8:30 am to 2:55 pm, any mobile digital devices brought to school must be switched off and stored in a student's locker for the remainder of the school day. During the school day, these devices cannot be taken to class, to the toilets or to any other part of the school.

The only exception is when making a payment at the Cateen or Café. However, the mobile device is to be put away immediately after.

In 2024, all schools within Queensland are required to implement a Mobile Device Management Policy – [Phones away for the day \(eq.edu.au\)](https://eq.edu.au).

2. RATIONALE

Digital technologies are an integral part of our society and are used for a wide variety of purposes. These technologies offer the potential to enhance learning; however, they also present risks to the wellbeing and development of students, and can cause disruption to the teaching and learning environment. Students' engagement in learning and the development of healthy and positive relationships and social interactions should be allowed to develop without the interference of inappropriate use of mobile phones or other digital technologies.

The College's position is that issues of concern associated with such devices include the potential for disruption to the teaching and learning environment, theft, privacy, child protection, (cyber)bullying, sensory impairment, anti-social behaviours, internet filtering, the transfer or downloading and viewing of inappropriate materials and interference with the approved communication processes of the College.

3. POLICY STATEMENT

At Chisholm Catholic College, we are called to Live Christ's Challenge by being *Courteous*, *Conscientious* and *Connected*.

- *Courteous*: Students can build trusting relationships by respecting individuals' right to learn and promoting the use of proper, positive communication channels within the College.
- *Conscientious*: Students are accountable for their words and actions and acknowledge the potential negative impact of mobile phone use during the school day.
- *Connected*: Students will strive to reach their potential by being connected with members of the Chisholm FAMILY and by being present in classes. They use clearly defined and well-known procedures to contact home when necessary.

Therefore, students are expected to abide by the Mobile Device Management Policy in order to fully engage in their learning.

- a. Courtesy, consideration, and respect for others are paramount at all times when using any electronic device.



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- b. Digital devices, such as mobile phones, smart watches and earphones/pods must not be used, seen or heard in the classroom or College grounds between 8.35am – 2.55pm, unless at the discretion of a staff member.
- c. Students are not to record, photograph or publish images or video footage of students or staff members without the person's consent. Students must respect the confidentiality, trust and privacy of all members of the Chisholm Catholic College community. Consequences for these actions are addressed within the College's Student Behaviour Support Plan or may be reported to the police.
- d. Students are not to put the College in disrepute by filming and distributing imagery that depicts the College logo as this is intellectual property owned by Chisholm Catholic College.
- e. Students must not use their mobile phone's internet access or use Virtual Private Networks (VPNs) to operate outside the BCE network whilst on College grounds.
- f. Students are expected to comply respectfully with staff instructions regarding mobile phones, digital devices and earphones (or similar).
- g. Parents/caregivers are asked to not contact their children directly via mobile devices during school hours. All parent/caregiver communication from 8:30am – 2:55pm should be addressed through the College's Student or Main Reception.

4. SCOPE

The use of the mobile devices, within the scope of this policy, is during the normal hours of the school day – from 8:30am – 2:55pm. Activities that occur outside of school hours, such as Camps, are considered in the same way as normal school hours. Misuse outside these hours, but while on school premises will fall within the scope of the College's Student Behaviour Support Plan.

Mobile devices are brought to the College by students at their own risk. The College does not accept responsibility or liability for lost or damaged student property and does not have insurance which would cover such loss or damage. Therefore, the College requires students to store mobile phones and other valuables in their lockers.

5. PROCEDURES

- Mobile devices, if brought to school, are to be kept in lockers between the hours of 8:30am and 2:55pm or left at home. They are to be turned off during these hours.
- No warnings will be given. Checking the time or responding to a text from a parent is not a reasonable excuse.
- Use of a mobile device during an excursion (including bus travel) outside the school will result in the student being directed to put the device away and refrain from further use. Further requests will be followed up upon return to school.
- As we do not have a payment system in place, students may be able to use their mobile device to make payments at the Canteen or Café. However, they need to be put away immediately after.
- Staff directed use of Mobile Devices: Mobile Devices are not to be used within learning unless there has been discussion with the Deputy Principal. Teachers would seek approval from the Deputy Principal for an exemption.



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- If a student is found in possession of a mobile device the following consequences will apply:
 - **First Infringement**
 - The mobile device is confiscated, retained in an envelope and returned to the student at the end of the day.
 - These breaches are recorded in Chisholm Plus+ by the BSC Co-ordinator. The student has 3 confiscations before progressing to Second Infringement.
 - **Second Infringement (3 Confiscations)**
 - The mobile device is handed to and picked up from Student Reception before and after school for the remainder of the term. Parents are notified with an automatic email.
 - Students will be called out of class if they do not hand in their mobile device. Students may choose to leave their mobile device at home. If the mobile device, or another mobile device is used, students progress to Third Infringement. If students comply with the rule willingly, they return to No Infringements the following term.
 - **Third Infringement (4 Confiscations)**
 - The Deputy Principal will contact the parents and the mobile device must be handed in at Student Reception if at school.
 - A conversation is held at this level with the Deputy Principal about how the student and his/her parents plan to comply with the College rules. Student will be required to complete a Community Service.
 - **Fourth Infringement (5 Confiscations)**
 - The student continues to break the rule after progressing through all levels. The Deputy Principal, student and parents will meet. The student will not be permitted to have the mobile device at school.
 - Parents will be involved in a meeting with the Deputy Principal. It will be explained that, despite repeated efforts, the student will not follow the school rule relating to mobile device use. This will be considered a serious breach of school rules and may result in suspension and the student being banned from having a mobile device with them at the College.

6. DEFINITIONS

Term	Definition
Mobile Devices	Mobile phones, smartphones, smartwatches, earphones /ear buds/ AirPods.



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Smart Phone	A mobile phone that performs many of the functions of a computer, typically having a touchscreen interface, internet access, and an operating system capable of running downloaded apps.
Smart Watches	Smart Watches are typically connected to a mobile phone, permitting access to a range of associated apps. When not within range, Smart Watches operate fewer apps, essentially becoming a watch. Newer versions of Smart Watches contain their own Sim Card and therefore operate without the presence of a mobile phone.
Digital Technologies	Digital technologies are electronic tools, systems, devices and resources that generate, store or process data. Well known examples include social media, online games, multimedia and mobile phones.