



St Joseph's Catholic School

Queenstown

MOBILE PHONE POLICY

RATIONALE

Mobile phones are important communication tools, essential in providing a safe and effective school environment. It is acknowledged that some parents support and encourage their children to carry a mobile phone. A mobile phone could be of some use as a protection from danger on the way to and from school or when normal travel arrangements break down.

Mobile phones, however, can easily be improperly used, lost or damaged and therefore must be effectively managed. Banning mobile phones altogether may have conflict consequences.

The School Office phone is available for students to make calls to parents before school, at recess and lunch times and after school should student contact with parents be necessary.

AIM

To utilise the benefits of mobile phones whilst managing the problems they can potentially cause.

PROCEDURES

Staff use of mobile phones

- The school will purchase and maintain enough mobile phones and service contracts to satisfy its needs.
- Teachers in charge of excursions and camps involving students must ensure that the school's mobile phone or similar communications device (e.g. a teacher's personal mobile phone) accompanies each trip.
- Staff members using the school's mobile phone must inform the Office Administrator.

- The school's mobile phone is not to be used for private calls, with the exception that staff members are permitted to contact their own or other students' families during overnight camps or if an excursion is returning late.
- Staff members are not permitted to use personal mobile phones during the prescribed school hours, except in cases of emergency and during recess and lunch times, as long as the teacher is not on playground duty. Mobile phones are to be switched off during class times.

Student use of mobile phones

- Students are not to use the school's mobile phone without permission directly from the teacher in charge of the excursion or camp.
- Students are not to bring personal mobile phones to school unless parents, who have outlined the health, safety or personal reasons that justify the student being in possession of a mobile phone, have successfully sought permission from the Principal: The school does not accept responsibility for lost or damaged student mobile phones.
- For security, student mobile phones are to be checked in at the School Office upon the student's arrival at school and collected at the end of the school day.
- If a student uses a mobile phone contrary to this policy, it will be confiscated and held by the Principal until a parent comes to collect the device. (The use of a mobile phone includes calls, SMS messages and games.) Examples of the use of a mobile phone in contravention of this policy include bringing a mobile phone to classes, meetings, assemblies, and other organised activities.
- If a student re-offends, the mobile phone will be confiscated and retained until a meeting is arranged between the Principal, the student and his/her parents to establish a course of action.
- The Principal may revoke a student's privilege of bringing or using a mobile phone whilst at school.

This policy and associated practices will be reviewed as part of the St Joseph's Catholic School policy review cycle.

Implemented September 2005; Reviewed August 2011