MOBILE TECHNOLOGY POLICY

POLICY STATEMENT

- Catherine McAuley takes no responsibility for the safety of any mobile device including a mobile phone when brought to school.
- Students should keep their mobile devices in their locker which should be locked at all times or kept in their skirt pocket or left at Student Reception.
- The mobile device must be switched off during the school day and not used during class time unless as part of the learning in consultation with the teacher.
- Year 11 and 12 are permitted to use their mobile device in their scheduled Study lesson to listen to music only. The mobile device is to be kept in their skirt pocket.
- Mobile devices are only used as a learning resource in the classroom under the direction of the teacher.
- If a mobile device is used inappropriately or rings / beeps during school hours it will be confiscated (including sim card) by the teacher and stored in the school safe. Students may collect the mobile device from the School Office, at the end of the day.
- If a mobile device is confiscated, students will receive an afternoon detention. The Student will also be required to hand their mobile device to Student Reception for the next 5 school days to be kept between 8:30am and 3:10pm.
- Students with photos or media images of Catherine McAuley students on their mobile device in uniform will have the mobile device confiscated. The Year Coordinator will discuss with the student and parent an appropriate course of action.
- If a student re-offends, the mobile device will be confiscated and will be retained until a meeting with the parent, student and Year Coordinator to establish an appropriate course of action.

STUDENT RESPONSIBILITY

- To keep their mobile devices safe during school hours.
- To have their mobile devices switched off during the school day (with the exception of senior Study lessons).
- Not to use their mobile devices during class time or recreation time.
- Not to use the mobile device to bully other students, including the use of text messages, emails or photographs.
- Not to take photographs at school or of students in school uniform without permission from the school.
- To be aware that the school takes no responsibility for a lost mobile device.

STAFF RESPONSIBILITY

- If a mobile device is confiscated, the teacher is required to place it in an envelope with the student’s name, homeroom, date taken and by whom, and seal the envelope.
- The sealed envelope is handed to the Assistant Principals’ Secretary who documents the item in a registry before placing it in the school safe until collected by the student or a parent.
- Staff must not keep students’ mobile devices in their possession.