



Responsible Use of Mobile Phones and Smart Wearables Policy

Procedure No:	
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Reflection

In the College's daily life, the ways in which people interact with each other significantly affect each person's sense of self-worth, belonging and wellbeing. The fostering of high-quality interpersonal relationships (in Faith, Hope and Love) among students, staff, and families is a responsibility shared by everyone.

"In short, there are three things that last: Faith, Hope and Love". (1 Corinthians 13:13)

Purpose

The aim of this policy is to provide guidance around the use of mobile phones and other devices at MacKillop Catholic College, in order to provide a healthy positive learning environment. Furthermore, this policy aims to guide our College community to actively engage students, families and staff, both formally and informally. This is to ensure all understand our responsibilities to ourselves and others regarding appropriate use of mobile phones and other devices.

Policy

MCC BELIEFS ABOUT THE IMPORTANCE OF USING TECHNOLOGY, INCLUDING MOBILE PHONES, RESPONSIBLY:

MacKillop Catholic College:

- Believes students and staff should have ready access to the vast instructional potential of technological tools available to support learning.
- Believes that the College has a responsibility for students' digital literacy and safety through the promotion of safe and responsible internet and social media use.
- Is committed to incorporating digital technologies into students' lessons where possible.

IT IS ACCEPTABLE FOR STUDENTS AT MCC TO USE MOBILE PHONES AND SMART WEARABLES SAFELY AND RESPONSIBLY, UNDER THE EXPLICIT DIRECTION OF STAFF MEMBERS, FOR:

- Assigned class work and assignments set by teachers.
- Developing appropriate literacy, communication and information skills.
- Authoring text, artwork, audio and visual material for publication on the intranet or internet for educational purposes, as supervised and approved by the College.
- Conducting general research for school activities and projects.

- Communicating or collaborating with other students, teachers, parents/caregivers or experts in relation to schoolwork.
- Accessing online references such as dictionaries, encyclopaedias etc.
- Following the directions of staff when using an electronic device and seeking approval where they need to use an electronic device under special circumstances.

IT IS UNACCEPTABLE FOR STUDENTS AT MCC TO USE MOBILE PHONES AND OTHER ELECTRONIC DEVICES IN AN UNLAWFUL MANNER WHICH MAY INCLUDE BUT IS NOT LIMITED TO:

- Film, photograph, screen capture or record members of the MCC community without permission, and these artefacts must not be shared or used without permission from all appropriate persons.
- Use a mobile phone during school hours, without the explicit permission of a staff member for educational purposes.
- Publish on any social media platform, material related to the College, including photos of students wearing school uniforms, without the permission of College staff.
- Download, distribute or publish unlawful or offensive messages or pictures.
- Use obscene, inflammatory, racist, discriminatory, derogatory or hurtful language.
- Post or comment on any platform that could bring the College into disrepute.
- Create an account on any platform that uses the name, and derivatives of the College logo.
- Use language and/or threats of violence that may amount to bullying and/or harassment, or stalking.
- Insult, harass or attack others or use obscene or abusive language.
- Commit plagiarism or violate copyright laws.
- Ignore teacher direction for viewing online material, text, social media, online email and internet chat.
- Send chain letters or spam email (junk mail).
- Use in-phone cameras anywhere a normal camera would be considered inappropriate, such as in change rooms or toilets.
- Invade someone's privacy by recording personal conversations or daily activities and/or the further distribution (e.g. forwarding, texting, uploading, Bluetooth use etc).
- Use a mobile phone, smart watch or similar to cheat during exams or assessments.

Rationale

MacKillop Catholic College uses technology as a tool to support our students to be lifelong learners and productive global citizens. Safe and responsible behaviour is explicitly taught at MCC and parents and caregivers are asked to reinforce this behaviour at home. Digital literacy refers to the skills needed to live, learn and work in a society where communication and access to information is dominated by digital technologies, such as mobile phones. However, the benefits brought about through these diverse technologies can be easily overshadowed by deliberate misuse, which may harm others and disrupt learning.

In keeping with Queensland Government legislation, mobile phones are not to be in use inside College grounds. The only exception to this is at the discretion of the classroom teacher, when the mobile phone or smart wearables is used for a specific educational person.

Outcomes/Expectations

Mobile phones and smart wearables must:

- Not be used and must be out of sight from entry into the College until departure through the College gates, and during after-hours College events.
- Be turned off from entry to the College until exit.
- Be stored in a secured locker.

The use of mobile phones or smart wearables during off-site activities/camps is not permitted. The College will provide appropriate forms of contact for parents/carers to communicate with their student.

Consequences for Breach of Policy

Consequences for breach of the Policy is as follows:

1st breach: Phone confiscated. Student to collect device from the College office at the end of the day.

2nd breach: Phone confiscated. Student's parent or carer to collect the device from the College office during office hours (8:00am – 3:30pm).

3rd breach: Phone confiscated. Parent meeting required due to ongoing difficulty meeting College expectations. Device returned to parent.

Note Well: During school hours:

- If a student needs to communicate with family, they need to do so via the College office.
- Likewise, parents can communicate with their children via the office.

After school hours:

- If a student or parent needs to communicate with family between 3.00 – 4.00pm, students can use their device from inside the College office.
- Students are not to use their devices whilst attending an organised extra-curricular activity.
- Afterschool breach consequence – student will be requested to hand their phone to the College office on arrival the following school day, and collect it on exit at the end of that day.

Enquiries

Enquiries can be directed to the following College staff:

- Secondary Heads of Year
- Primary Leader of Behaviour and Engagement
- MacKillop Assistant Principal – Students (Prep to Year 12)

Contact us via the College email – office.mountpeter@cns.catholic.edu.au

Related Directives, Policies and Procedures

<https://education.qld.gov.au/>

<https://learningplace.eq.edu.au/cx/resources/file/7e7e467f-3ee6-4ecb-9942-4145f4e239cd/1/index.html>