



## Student Mobile Phone Policy

### Preamble

St Bede's College upholds the United Nations Convention on the Rights of the Child (1989) and is committed to unified actions designed to provide every child with access to quality education as a fundamental human right and as a prerequisite for human development.

As a Catholic school in the Lasallian tradition St Bede's College holds the care, safety and wellbeing of its students to be at the core of all we do. The College is resolutely committed to ensuring that all College staff, including employees, Board members, committee members, contractors, volunteers and clergy (**College Staff**), act in a manner that promotes the inherent dignity of each of our students and their fundamental right to be respected and nurtured in a safe school environment.

This policy also forms part of our Student Duty of Care framework providing for oversight of all St Bede's College campuses including our boarding premises operated at:

Cypress Lodge  
73 Beachcomber Av, Smiths Beach Victoria

**If any person believes a child is in immediate risk of abuse, telephone 000.**

### Purpose

As a Catholic school founded in the Lasallian tradition, the teaching and learning program at St Bede's College reflects the Founder's devotion to a "Christian and human education".

This policy aims to clarify the guidelines for student use of Mobile Phones within St Bede's College.

### Scope

The Policy applies to all St Bede's College students.

### Statement of Policy

The rapid development in technology relating to Mobile Phones and similar communication devices has seen schools facing a number of new safety issues. In addition to this, it is clear that mobile devices may become a clear source of distraction to students in the classroom and, as such, have a detrimental impact on learning.

We ask parents to discuss Mobile Phone usage at school with their son. If families want their son to be accessible by Mobile Phone we suggest they provide him with a device that suits his needs and is age appropriate.

## **MOBILE PHONE USE IN THE CLASSROOM**

- **All Students in Years 7 – 12** Mobile Phones must not be taken into classrooms, exams or study periods. The only exception is when a teacher has requested that students bring their Mobile Phone to class as it will be used as a learning tool specific to that class.
- Students found to be in possession of a Mobile Phone in class will be requested by the class teacher to return the Mobile Phone to their locker immediately. This request is not negotiable, and the incident will be recorded in the student's Simon records.
- Should a teacher require students to have their Mobile Phone in class, it is the student's responsibility to ensure that the device is switched off or to silent mode. It is expected that in keeping with this Policy, the student:
  - must ensure that the device will not ring or emit alert tones
  - will not use the device to make or accept a call or text message
  - will not take unauthorised photos, audio or video recordings
  - will not use the device to play games
  - will not use or respond to any notifications on the device.
- Should a student fail to adhere to the above guidelines, the teacher will have the right to confiscate the device for the remainder of that lesson. In the event that the student causes further disruption in the class by not complying with the teacher's direction or continues to breach the Mobile Phone Policy the matter will result in the involvement of student's Coordinator. The Mobile Phone may remain confiscated by the Coordinator for up to one week or until parents can come into the College to discuss the incident.
- Year 12 Students are not to bring Mobile Phones to Study periods. During private study, Mobile Phones must be stored in the Student's Locker.
- Under no circumstance is a Mobile Phone or any communication device to be brought into exams.

## **MOBILE PHONE USE OUTSIDE OF CLASS**

- All students are to ensure Mobile Phones are stored in lockers between 8:40am and 3:15pm. No Mobile Phones or ICT devices are to be carried around during sport, recess and lunchtime as this escalates the risk of loss, damage and misuse.
- Students found using Mobile Phones will have the item confiscated and will need to collect their Mobile Phone from the Deputy Principal – Students Office after school.
- Student may check messages at recess and lunch time at their lockers however any use of Mobile Phone or any other ICT device needs to demonstrate responsible use. It must comply with the St Bede's College ICT Policy.
- In line with the expectations of the St Bede's College ICT Policy students:
  - Must not use their Mobile Phone or any other ICT device to film or record themselves or other individuals with or without permission. No images or recording can be uploaded to social media that identify the College or any person associated with the College.
  - Must not use Mobile Phones or ICT devices to create, view, access, download, publish or store content, or engage in conduct that is Inappropriate Content.
  - Must not use Mobile Phones or ICT devices to engage in unlawful conduct, including conduct that breaches any law relating to copyright, privacy, financial disclosure, cyberbullying, equal opportunity, sexual harassment and defamation.

- Must not use Mobile Phones or ICT devices to engage in any other type of conduct that may bring the College into disrepute, or otherwise damage its interests.

**Under no circumstances will the College accept any responsibility for damage, loss or theft of Mobile Phones or communication devices.**

### **Associated Documents**

St Bede's College Information and Communication Technology Policy

### **Document Authorisation**



**Ms Deborah Frizza**

**ST BEDE'S COLLEGE PRINCIPAL**

### **Evaluation**

This Policy will be reviewed as part of the College's three-year review cycle.

**Reviewed:** June 2023  
**Amended:** March 2025  
**Principal:** Ms Deborah Frizza

**\*Next Review Date:** June 2026