



ST JOACHIM'S SCHOOL

MOBILE PHONE AND SMART WATCH POLICY

Faith - Respect - Service



St Joachim's School

Mobile Phone and Smart Watch Policy

1. Policy

- (a) St Joachim's School Holland Park (**St Joachim's** or **the School**) is implementing this Policy to ensure the responsible use and security of mobile phones and SMART watches by students at school and related school activities.
- (b) **This Policy supports the:**
 - (1) St Joachim's Student Behaviour Support Plan; and
 - (2) BCE Student Protection Policy.

2. Rationale

- (a) There are an increasing number of parents/guardians who for safety, security and/or emergency purposes wish to provide their children with mobile phones or SMART watches. However, they can easily be improperly used, lost or damaged and must therefore be effectively managed. This Policy details the conditions under which mobile phones and SMART watches are permitted at the School.
- (b) While it is acknowledged that providing a child with a mobile phone or SMART watch may give parents/guardians reassurance that their child can contact them in emergency situations or in risk situations involving personal security and safety, this is not necessary during the school day when students have access to school phones and personnel.
- (c) Students are encouraged to use the School telephones under supervision should the need arise, with mobile phones and SMART watches available to children for use before and after school hours.
- (d) It is essential that all communication between students and anyone outside the School, during the school day, be made with full knowledge of the School.

3. Scope

This Policy applies to:

- (a) all students of the School while they are in class, on School grounds or involved in School activities on or off the School grounds; and
- (b) all mobile phones and SMART watches.

All references in this Policy to mobile phones are to be read as referring to mobile phones and SMART watches.



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4. Mobile Phone and SMART Watch Use

4.1 Student Use of a Mobile Phone or SMART Watch

- (a) Students will only be permitted to bring a mobile phone or SMART watch onto the School grounds for safety, security or emergency purposes and with the permission of their parents/guardians.

4.2 Conditions of Use

- (a) Mobile phones and SMART watches MUST BE handed in to the School Office between 8:20am and 8:30am, in a clearly labelled plastic bag where they will be logged in by the student.
- (b) At the end of the school day, mobile phones and SMART watches can be collected by students from the School Office at 2:50pm.
- (c) Students are not permitted to have a mobile phone or SMART watch in their possession during school hours, which includes in their bag or desk during school hours. This is inclusive of all off- site school events including, but not limited to, Athletic Days, Sporting Events, Excursions, Camps and Eisteddfods.
- (d) While at school, students are the responsibility of the School and all instances that require emergency contact with parents/guardians MUST be through the appropriate staff member or a member of the administration.
- (e) A mobile phone or SMART watch brought to School are not to be used by other students.
- (f) The School does not accept responsibility for loss of and/or damage to mobile phones or SMART watches.
- (g) If parents/guardians have a need to make contact with their son or daughter during the day, this is to be done through the School Office.
- (h) It is strongly advised that students use passwords/pin numbers to ensure that unauthorised phone calls, or other unauthorised use, cannot be made on their mobile phones or SMART watches. Students should keep their passwords/pin numbers confidential.
- (i) Mobile phone or SMART watch photos/videos are not to be taken or used on School grounds.
- (j) If a student is found taking photographs or video footage with a mobile phone or SMART watch of either students or teachers, this will be regarded as a serious offence and disciplinary action will be taken according to other School Policies (as applicable).
- (k) If images of other students or teachers have been taken, the mobile phone or SMART watch will not be returned to the student until the images have been removed by the student in the presence of a teacher(s).
- (l) The School may at any time revoke a student's privilege of bringing mobile phones and SMART watches to School.
- (m) Parents are asked to talk to their children about the appropriate use of text messages and social media as they can often be used to the detriment of other students.
- (n) It should be noted that it is a criminal offence to use a mobile phone or SMART watch to menace, harass or offend another person. Hence, students with mobile phones or SMART watches must not engage in personal attacks, harass another person, or post private information about another person using any application including SMS messages, taking/sending photos, videos or objectionable images, and phone calls.



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- (0) Contravention of this policy will result in confiscation of the mobile phone or SMART watch and the parent/guardian will be contacted to pick the mobile phone or SMART watch up from the School Office.