



ST JOSEPH'S CATHOLIC COLLEGE

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Document title	St Joseph's Catholic College (SJCC) – Mobile Phone and Electronic Devices Policy
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Rationale

St Joseph's Catholic College (SJCC) acknowledges that smartphones and similar electronic devices (e.g., smartwatches, earbuds) are a normal part of modern life, used widely for communication, organisation, and leisure. While these devices can support learning and give families peace of mind by ensuring emergency contact, they can also pose risks to student safety, disrupt learning, and bypass school network protections.

This policy aims to promote a safe, respectful, and focused learning environment. It also provides clear expectations for students, staff, parents, guardians, and responsible adults about the appropriate use of personal devices during school hours.

Definitions

Electronic device: Any smart phone or similar device, including smartwatches or earbuds, capable of connecting to a cellular or Wi-Fi network.

Guiding Principles:

SJCC should be a safe and friendly learning environment for all students. Therefore:

- Students must not access the internet outside the protections of the College's internet filter.
- Students and teachers must not be distracted by the use of personal electronic devices during learning time.
- Students should interact socially using face-to-face methods during breaks.
- SJCC accepts no responsibility for lost, stolen, or damaged devices brought onto school grounds.

Policy and Practices -Primary: (Transition to Year 6)

- Upon arrival at school, students must switch off and hand in their electronic devices to the Front Office for safe storage during the school day.
- Devices are to be collected from the Front Office at the end of the day.
- Smartwatches must be set to flight mode for the duration of the school day.

Policy and Practices – Secondary (Years 7 to 12)

- On arrival, students must have their devices switched off or on silent and store them in their locked lockers.
- Devices, including earbuds, must remain in lockers for the entire school day, including recess and lunch.
- Students may only use electronic devices during class time with direct teacher permission for educational purposes.
- Smartwatches must be in flight mode throughout the school day.
- Mobile phones and electronic devices are not to be used to pay for food at the Canteen during recess or lunch. Students should use cash or a physical card.

Device Expectations

- Parents, guardians, and responsible adults must not contact students directly during the school day. All communication during school hours must go through the College Front Office on (08) 8972 3555.
- Students must not contact parents, guardians, or responsible adults using their mobile phone during school hours. If contact is required, they must seek permission to go to the Front Office.
- Students may not use mobile phones or electronic devices to record or photograph others at school without the explicit permission of the Principal.
- Accessing, sharing, or viewing inappropriate online material is prohibited and will result in disciplinary action.
- Sending or sharing sexual, violent, derogatory or defamatory content via any electronic platform is strictly prohibited. Serious breaches will be referred to the police and/or result in suspension or termination of enrolment.
- Cyberbullying will not be tolerated under any circumstances.
- Electronic devices may not be used in exams or class assessments unless explicitly approved by a teacher.

Exceptions

Exceptions to this policy may only be granted by the Principal or a teacher under the following categories

- Learning: -Specific class-based learning activities.
- Students with educational adjustment plans or disability support needs.
- Health and Wellbeing: -With documentation from a medical practitioner.
- Risk Management Offsite: -During camps or excursions where phone access is required for safety.

Procedural Implications Students and Parents/Guardians

- All students and their parents, guardians, or responsible adults must read and understand the Acceptable Use Agreement acknowledgment prior to bringing a personal electronic device to school. Unless there is correspondence between the College and parents we will assume that this policy is accepted.
- Students are responsible for complying with this policy.
- Failure to comply will result in disciplinary consequences.

Consequences due to the breach of policy

If a student breaches the mobile phone/electronic device policy:
1 st Offence – Device confiscated; parent/guardian/responsible adult must collect it from the office.
2 nd Offence – Device confiscated; parent/guardian/responsible adult to collect. Student banned from bringing device to school for 5 school days.
3 rd Offence – Internal suspension issued.

Devices remain the student's responsibility unless confiscated. SJCC accepts no responsibility for any lost, stolen, or damaged devices.

Acceptable Use for Mobile Phones/Devices Acknowledgement. This form will be kept on the student file.

Student Name (printed): _____

Student Signature: _____

Date: _____