

Vision:	1C
Last Amendment:	
Portfolio:	Pastoral Wellbeing

Students who choose to bring mobile phones to school must have them switched off and securely stored in their locker. It is each student's responsibility to maintain and use a fully functioning padlock on their locker.

Mobile phones are not to be used during the school day (8:57am to 3:15pm). This means students are not permitted to take their mobile phones to class, use them during break time and are not permitted to carry them in person for the school day. Smart devices must have their notifications turned off.

PROCEDURES

Students are to switch their phones off for the duration of the school day (8:57am until 3:15pm)

Mobile phones are to be stored in a secure school provided locker. Lockers must be locked at all times

Mobile phones are not to be carried on the individual during the day unless a specific exemption is given-

Smart watches must not be receiving notifications during the day.

Mobile phones seen or used during the day will be collected and stored securely at the Student Services Centre until the end of the day. A request for phone collection can be made by any staff member of Catholic College Wodonga to a member of the Executive Team

Students at Catholic College who use their personal mobile phones inappropriately at the College will be issued with a Staged Response and consequences consistent with our College's Code of Conduct - Shared Behaviour Expectations

Parents/Caregivers will receive a text to advise of the collection status (first, second, etc incident)

First response in a year will be handed to the student at the end of the day.

Second response (or more) in a year will require a Parent/Caregiver to collect the mobile phone from the Student Services Office (3:15pm to 4:30pm). This will be in consultation with the Learning Community Leader or delegate

Third response in a year will additionally result in an after school detention

Fourth response in a year - failure to follow the Mobile Phone and Smart Device policy will result in the student having their phone stored securely in Student Services for a week at a time. This will also require a Student Support Group meeting to be held with a Behaviour Support Plan to be developed. Student refusal or defiance to hand in a phone will result in an after school detention

2 HEALTH AND WELLBEING RELATED EXCEPTIONS

Specific Exception	Documentation	Approval by
Students with health conditions	Student Health Support Plan and ay	Principal or Deputy Principal, Staff and Operations nt f

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