

St Michael's Mobile Phone & Personal Electronic Device Policy



Approval date:	2026
Previous Approval date:	2023
Review date:	2029
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Preamble

St Michael's School acknowledges that Personal Electronic Devices (including Smart Watches) and Mobile Phones are important modern-day communication and educational tools that are part of everyday life and accessed by a significant majority of our community. It is acknowledged that mobile technology and capability is rapidly advancing and provides both costs and benefits in an educational setting such as a school. Defined boundaries and guidelines are essential to ensuring that student wellbeing and learning are maintained to our high standards and that we can ensure the appropriate use of Personal Electronic Devices (PEDs) and Mobile Phones by students.

Values

Learning, Respect, Communication, Responsibility, Safety, Trust

Rationale

St Michael's School is committed to providing a Catholic, holistic education for every student. This includes educating its students about the safe and responsible use of technology and taking personal responsibility for the choices they make. As the primary educators of our students, it is imperative that parents are actively involved in this education. Student laptops and iPads provided by the school are the key forms of technology used for learning at St Michael's School. These PED guidelines endeavour to develop student self-regulation and help them to understand the benefits and costs to using all forms of technology.

Policy

At St Michael's School, the use of Personal Electronic Devices (including wearable technologies such as Smart Watches and Mobile Phones) by students will be limited to out of school hours. *Personal Electronic Devices*

September 2026

and Mobile Phones are not permitted in classes and are not to be used during school hours, including lunch and other breaks. Parents are reminded that in an emergency, all communications will be through the school office.

Procedures

The school:

- Accepts no responsibility for any misplacement, loss, damage or theft of any students' Personal Electronic Devices, mobile phones, or wearable technologies.
- Will confiscate misused PEDs or mobile phones and hand them to the office.
 - **first incident** will warrant confiscation of the device or phone and returned to the student at the end of the school day and the parent/carer will be contacted.
 - **second incident** will warrant confiscation of the device or phone being and the parent / carer will be contacted. The device is to be left at home for a period of one week.
 - **third incident** will warrant the device being banned from the school.
- Reserves the right to revoke a student's privilege of bringing a Personal Electronic Device or Mobile Phone to school.
- In the event of a student using a PED or mobile phone to send anyone or download inappropriate messages or data of any nature, it is recommended that parents or guardians contact the Queensland Police, telephone company or other relevant authorities to handle the matter.
- Acknowledges that some mobile technologies and app software have benefits for learning and education in general. Use of such technologies and software is at the discretion of the teacher and can only be used with their express permission.

Parents/Carers will:

- Support the school and adhere to the policy on *Mobile Phones and Personal Electronic Devices*.
- Agree not to call or text students during school time as students will not be able to respond. Parents are reminded that St Michael's Administration Office is the primary source of contact to communicate with their young person. This is to ensure that we are always able to provide students with the required duty of care.

Students will:

- Leave all Mobile Phones and personal electronic devices at the school's Administration Office on entering the school grounds.
- Collect their personal electronic devices at the end of the school day from the Administration Office.
- Refrain from taking PEDs or Mobile Phones to classes, meetings, assemblies, sporting events or similar organised activities.
- Students misusing PEDs or mobile phones at school or causing a nuisance with their presence will be brought to the attention of the Principal.