

Acceptable Use of Mobile Devices Policy

1. Policy Statement

Kennedy Baptist College is committed to the principles of digital citizenship to respect, educate and protect. This includes taking steps to ensure that mobile devices are used responsibly, in a safe, secure, and socially acceptable manner.

The College supports an 'off and away all day' policy in relation to personal use of mobile devices unless for medical or staff directed educational purpose.

This policy provides guidelines and instructions for the appropriate use of mobile devices for the effective management of the learning environment.

2. Scope

This policy applies to all students at Kennedy Baptist College. Parents/guardians are expected to support this policy.

3. Rationale

Students have the right to learn, and teachers have the right to teach. As technologies rapidly change, schools must find a balance between those that promote learning and provide educational benefits, and those that disrupt learning and instructional time.

Kennedy Baptist College accepts that parents/guardians give their children mobile phones and devices to protect them from harm and everyday risks to personal security and safety. It is acknowledged that providing a child with a mobile device gives parents reassurance that they can speak with their child quickly at any time.

Whilst the College is not responsible for regulating the social media age restrictions in accordance with the *Online Safety Act 2021 (Cth)* and the *Online Safety (Age-Restricted Social Media Platforms) Rules 2025 (Cth)*, we encourage and support compliance with the legislation. The College will take a guiding and educational approach if made aware of under-16 years students with social media accounts.

4. Definition

4.1. Mobile Devices

Mobile devices are a general term used for mobile phones, smart watches, smart phones, laptops, tablets, e-readers, and other portable electronic devices using smart technology including associated listening accessories such as headphones and earbuds.

5. Rules and Protocols

This policy is designed to ensure that inappropriate use and conduct can be clearly identified and addressed, ensuring that the benefits mobile devices provide (such as innovative learning, and increased safety and connectedness) can continue to be enjoyed by our students.

The following rules and protocols for mobile devices provide staff, students and parents/guardians with guidelines and instructions for the appropriate use of mobile devices during school hours and apply to students during school excursions, camps, and extra-curricular activities.

5.1. Responsibility

It is the responsibility of students who bring mobile devices onto College premises to adhere to the rules and protocols outlined.

Students carry mobile phones and wear smartwatches at their own risk. The College does not accept responsibility for theft, loss or damage of a mobile phone or smartwatch.

The decision to provide a mobile device to their children should be made by parents/guardians. Parents/guardians should be aware if their children take a mobile device onto College premises.

5.2. Acceptable use of mobile devices

Mobile phones are not to be used from 8.00 am, switched off, placed, and remain in the student's locker until the end of the day.

Students are required to set their smartwatches to 'Aeroplane' mode so that phone calls and messages cannot be received or sent during College hours.

Students with a known medical condition may use a mobile device to monitor their medical condition as part of their College approved documented health care plan.

5.3. Unacceptable use of mobile devices

In accordance with the Behaviour Management Policy, any student seen outside of class with a mobile device or using a smartwatch to send or receive a text message or to make or receive a phone call will be issued a demerit and the mobile phone or smartwatch will be confiscated until the end of the day.

If a student is found using their mobile device or smartwatch during class, the result will be an automatic send-out.

5.4. Communications during College hours

All communications between parents and students, during school hours, should occur via the College's administration.

Students may come to Student Services if they need to contact their parents during College hours. Parents can contact their child through direct messaging on SEQTA or contact the College if an **urgent** message is required. Parents

direct messaging students for non-urgent reasons during school lessons is discouraged.

5.5. Student usage of devices at recess and lunch (for College purposes)

Student use of devices (such as students who bring their own devices or College supplied devices) for College purposes, at recess and lunchtime is designated to Beedawong and the Research and Study Centre.

This is to reduce the potential for damage to devices, along with a desire for students to be more active and social.

Staff on duty observing students using their devices in a restricted area are encouraged to move them on to Beedawong or the Research and Study Centre.

5.6. Theft or damage

Mobile devices found on College grounds and whose owner cannot be located should be handed to Student Services.

The College accepts no responsibility for replacing lost, stolen, or damaged mobile devices. The College accepts no responsibility for students who lose or have their mobile devices stolen while travelling to and from school.

5.7. Inappropriate Conduct

Actions considered to be inappropriate conduct include, but are not limited to:

- Students using a mobile device to cheat in exams or assessments will face disciplinary action.
- Students using a mobile device to play games unless directed by a teacher as an educational purpose.
- Students who use vulgar, derogatory, or obscene language while using a mobile device or makes offensive phone calls will face disciplinary action.
- Students who personally attack, harass, or bully another person.
- Students who post private information about another person.
- Students who take and/or send offensive photos or objectionable images.

Students who engage in any of the above with mobile devices, will face disciplinary action. It should also be noted that it is a criminal offence to use a mobile device to menace, harass or offend another person. The College may consider it appropriate to involve the Police.

6. Related College Policies

- *Behaviour Management Policy*
- *Digital Citizenship College Agreement*
- *Student Code of Conduct*

Version control					
Version	Amendments	Date Reviewed	Endorsed by Board	Next Review	Author of version
1		31/12/2013			
2		01/02/2018			
3		17/09/2020	20/05/2021	05/2022	
4	Update only	30/08/2021	20/05/2021	05/2022	
5	Full review and amendments to allowable use time	23/11/2022	23/11/2022	11/2024	C Acciano
6	Update only	05/03/2023		11/2024	C Acciano
7	Reviewed – no updates required	31/03/2025	07/05/2025	03/2027	C Acciano
8	Amended policy statement, additional scope, amended rationale, definition, rules and protocols, acceptable use of mobile devices, theft or damage and inappropriate conduct on 10/12/2025	31/03/2025	07/05/2025	03/2027	C Acciano