



Personal Communication Device Policy

Policy Number:	SCCC- PCD- 2025.01	Date originally accepted:	October 2020
Approved By:	SCCC Board	Review Date:	March 2025

STATEMENT OF POLICY

Southern Cross Catholic College understands that parents may provide their children with personal communication devices (mobile phones and other electronic communication devices) for safety reasons. However, it is the policy of the College that these mobile phones and other devices are not to be used on College grounds. This policy extends to students attending College excursions, camps or extra-curricular activities. Parents are reminded that the College administration office is the only appropriate point of contact for reaching their child during school hours.

INTRODUCTION

Southern Cross Catholic College recognises the importance of communication devices in our society today. Given that widespread ownership of personal communication devices is commonplace, the following policy has been designed to support the effective use of devices in learning experiences at school and in social contexts.

RATIONALE

Southern Cross Catholic College promotes the importance of using communication devices technology as a learning tool. The College also recognises that there is a need to identify and address issues pertaining to the inappropriate use of personal communication devices by students. This policy, therefore, provides clear guidelines and instructions for the appropriate use of personal communication devices by students whilst on school property and / or attending a school event.

POLICY DIRECTIVE

- Students are not permitted to contact anyone on mobile phones or other electronic devices to ask to be collected from the College during school hours. If collection is necessary, the student is required to report to the office and a member of staff will contact parents or guardians on their behalf.
- If a mobile device is brought to school, it must be switched off and kept in lockers (secondary students) or handed to the primary administration office whilst on College property or involved in any College activity, including break times.
- Students who bring personal communication devices to school, do so at their own risk. In the event of loss, theft or damage to any electronic device, the College will not accept liability. The College accepts no responsibility to investigate the loss, replacement or alleged theft of such devices.
- Personal communication devices are not to be used as mass storage devices for saving work at school. Google Drive is the only acceptable method of storing information required for school.
- Student use of personal communication devices to photograph any student, staff member, student activity, College events or class activity is strictly prohibited without the express permission of the College Principal or delegate.
- The College Leadership Team will respond to all incidents whereby a student has used a device inappropriately according to the College's 'Code of Behaviour' and or 'Acceptable Use of Technology Agreement' process.