



Under the Stewardship of Mary Aikenhead Ministries

## Mobile Phone Policy

To support our students to be fully present and engaged in their school days, St Vincent's College is excited to announce that we are now a phone-free school. All St Vincent's students will be issued with their own St Vincent's *Phone-Pouch*, in their assigned House colour - with their name clearly marked on the back.

All phone's and any wearable and connectable smart devices (i.e. Smart-watches) will be stored in signal blocking lockable *Phone-Pouches* on arrival at school each day. All *Phone-Pouches* will be stored by students in their College backpacks, and locked in lockers for the entirety of the school day.

Students will be able to unlock their *Phone-Pouches* on exiting the College each day

### Arrival at school routine: immediately on entrance

#### STEP 1

On arrival at the College you are to place your phone (including connectable and wearable technologies i.e. smart watch), in your phone pouch.



#### INSERT

Insert your phone into the pouch

#### STEP 2

You are to lock your pouch under the supervision of the duty teacher - who is there to support you.



#### LOCK

Simply press the pin into the hole to lock closed

#### STEP 3

You are to place your pouch in school bag (not tote), and lock your school bag in your locker.



#### INSERT

Insert your phone into the pouch

### Exit school routine:

#### STEP 1

Collect items, including College bag from school locker, after the 3pm bell.



#### STEP 2

Move towards usual exit point of the College (for most - Victoria Street) and locate an unlocker station.



#### STEP 3

Unlock phone pouch at station and place pouch in bag for the following day. Your pouch is your property and need to be brought to school each day. If you lose your pouch you will need to purchase a new pouch at your own expense.



#### UNLOCK

If you are remaining in campus, the expectation remains that you cannot use your phone until exiting as the campus is a 'phone free zone'.

Unlock by simply placing the locking mechanism near the magnetic base

## College Expectations

1. All phones remain in pouches (including connectable and wearable technologies i.e. Smart watch), inside school bags locked in their locker.
2. If a student is seen with their pouch, or a phone outside of their locker between arrival at school and leaving the College gates at 3:00pm, it may be confiscated by a teacher.
3. If a phone is confiscated, it will be taken and held at College Reception.
4. Parents will be contacted and the student name will be logged.
5. Consequences will be issued and students will need to collect their phone from Amber Breaches that same afternoon and will serve a breach.
6. If a student breaches the expectation a second time. The phone will be confiscated and held at College Reception and parents will be contacted and will need to arrange a time to come to school and collect the phone from the Deputy.
7. Students will receive elevated consequences, beginning with a 1 hour after school detention and letter home, scaled accordingly.
8. If a student forgets their pouch, they will be supported by our 'white pouch' procedure.
9. If a student loses their pouch, they will need to purchase a new pouch and leave their phone at home until it is issued.