

Introduction

Kolbe Catholic College is a school which operates with the consent of the Catholic Archbishop of Melbourne and is owned, operated and governed by Melbourne Archdiocese Catholic Schools Ltd (MACS).

Purpose

The purpose of this policy is to manage the student use of mobile phone use during school hours. This policy aims to support a focused learning environment, reduce distractions, and improve student wellbeing. This policy reflects Government legislation relating to mobile phone use and young people's access to social media ([Online Safety Amendment \(Social Media Minimum Age\) Act 2024](#)).

Rationale

[Research conducted by various State Governments](#) shows that having access to mobile phones during class time can reduce concentration. Excessive phone use is linked to anxiety and lower happiness, and academic performance can improve when students are not interrupted by phones during class. To support these findings, the college's new policy will ensure that phones are inaccessible for students for the duration of the school day.

Scope

This policy applies to all Kolbe Catholic College students during normal school days and hours (Monday to Friday 8:45am – 3:05pm), including during class time and breaks.

For any offsite activities where the use of mobile phones may form part of the activity, this will be at the discretion of the teacher-in-charge.

Procedure

Mobile phone pouches

Each student will be issued a mobile phone lockable pouch and instructions on how to use the pouch. Once locked, the pouches can only be unlocked by specific devices that are carried by the teaching staff.

Any lost or damaged pouches will incur a replacement cost at the expense of the student.

Beginning of the school day

At the commencement of Pastoral Care, students will be advised to place their mobile phones into their pouches and lock them. Students are recommended to place their locked pouches in their lockers.

End of the day

At the conclusion of the school day, students will be able to unlock their pouches at multiple designated stations around the school grounds. Occasional reminders for students to unlock their pouches prior to leaving school grounds will be provided.

Students who leave early will be able to unlock their pouches at Student Services.

Student Mobile Phone Policy



Other electronic devices

Laptops, headphones, ear pods and other electronic devices may be used for educational purposes, if permitted by the teacher.

Canteen / Food Truck

Students will no longer be permitted to use their mobile phones to make purchases at the canteen or food truck (Mickleham campus only). Physical bank cards are acceptable and preferred, over the use of cash.

Student Services

If a student required to make contact with a family member or caregiver, they will be advised to seek assistance from Student Services or First Aid (if medical-related). Family members and caregivers are to contact Student Services, if they require to make urgent contact with their child.

Individual considerations and medical reasons

Individual considerations for access to mobile phones will be at the discretion of the applicable Director of Students and in consultation with the Learning Diversity Team. For students who require their mobile phones for medical reasons are to contact their Director of Students.

Communication

Regular communication, education and reminders across multiple forms of communication platforms will be provided to staff, students, families and the school community.

Consequence of non-compliance

Consequences for not complying with this policy will include the following:

1. First instance: phone confiscation and parent notification.
2. Second instance: phone confiscation, parent notification and after-school detention.
3. Third instance: parent meeting and parent collection of the phone. The student may be required to hand in their phone at Student Services each day.

Further occurrences may result in Saturday detention and/or further consequences, as outlined in the [Student Behaviour Policy](#) and [Student Code of Conduct](#).

Further information

For further information, please contact your child's Director of Students.

Approval authority	Kolbe Catholic College – Executive Team
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Next review date	December 2026
Policy owner	Deputy Principal – Student Wellbeing