

*APPENDIX 1: Boarding Students*

**MOBILE DEVICE ACCEPTABLE USE GUIDELINES AGREEMENT**

Saint Augustine's College has clear expectations concerning appropriate use of mobile phones, smart watches and electronic devices as outlined in the *Mobile Device Acceptable Use Guidelines* policy. For urgent contact with boarding students during school or phone curfew times, parents may contact the Head of Residence, Director of Boarding or during school hours, the College Office.

**1. Parent/Carer Permission.**

Parents/carers may wish their son/daughter to have a mobile phone at the College. If students choose to have a mobile phone while in boarding, they will need to sign the *Mobile Device Acceptable Use Guidelines* agreement and adhere to the following guidelines that exist for sensible use. Failure to abide by these guidelines will result in the loss of this privilege and confiscation of the mobile device.

I \_\_\_\_\_ (Parent/carers name), give  
\_\_\_\_\_ (Students name), permission to have **ONE** mobile phone  
whilst residing in the \_\_\_\_\_ (Residence name) \_\_\_\_\_ (Year Level).

**2. Student Contract Agreement**

I/ we acknowledge that;

- a) Boarding students are not permitted to take a mobile phone to school unless they have prior authorisation from their Head of Residence (HOR). Mobile phones, smart watches and portable electronic devices are to stay in the boarding residence during school hours under the direction and guidance of the Head of Residence (HOR).
- b) I accept that failure to comply with these requirements will result in the mobile device being confiscated and access withdrawn for a predetermined period.
- c) I am required to follow the respective Colleges' guidelines and expectations for the acceptable use and expectations of mobile phones, smart watches and similar electronic devices.
- d) I cannot take my mobile phone out of the boarding residence, or any other place that my supervisor deems inappropriate, unless authorised to do so. This may be dependent on my year level and the rules pertaining to my residence. Failure to follow staff direction and College guidelines will result in mobile devices being confiscated.
- e) I must hand in my mobile phone to my supervisor as directed at the nominated times.
- f) If I change phones or phone number, I must notify my Head of Residence (HOR) and complete a new boarding *Mobile Device Acceptable Use Guidelines* Agreement form.

- g) Limitations of times regarding use and access may vary depending on year levels and residence.
- h) Mobile devices are to be turned off at all other times including study, quiet time and after lights out or as directed by the supervisor.
- i) Mobile phones are not to be lent to any other person. Mobile devices are for the sole use of the owner.
- j) Mobile phones may be used for both texting and voice/FaceTime calls only during free time or nominated access times.
- k) **ONE** mobile phone is permitted whilst residing at the College. Failure to do so will result in consequences/ loss of privileges.
- l) Phones collected by a staff member are stored in a secure location.
- m) The College is not responsible for phone security or accounts accrued.
- n) The College reserves the right to review and check the use of mobile phones by boarders and to confiscate phones used inappropriately.
- o) The use of wireless broadband USB and such devices allowing internet access for personal laptops or other electronic devices is not permitted. No gaming stations or computer devices are permitted within the college without prior authorisation.

I \_\_\_\_\_ (Student name) \_\_\_\_\_ (Year Level),  
 acknowledge that I will abide by the *Mobile Device Acceptable Use Guidelines* and Appendix 1: Agreement as outlines above.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/20\_\_\_\_

Mobile Phone Number: \_\_\_\_\_ Brand of Phone: \_\_\_\_\_

Description of Mobile Phone and case:  
 \_\_\_\_\_  
 \_\_\_\_\_

IMEI No: \_\_\_\_\_  
 (The International Mobile Equipment Identity (IMEI) number)

I (Parent/carer) have read and agree to the terms outlined above.

(Parent/carer signature): \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/20\_\_\_\_

**3. Staff Authorisation**

Head of Residence (HOR) Approval: Yes / No

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/20\_\_\_\_

Reason for not approving the request:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_