

MOBILE PHONES - Use by Students

Including other portable digital devices such as Smart Watches and tablets

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INTRODUCTION:

Mobile phones and other portable digital devices (for example, Smart Watches) are widely used for communication and recording, however they can be used improperly, lost or damaged at school. The use of such devices needs to be carefully managed in schools to maintain a safe learning environment.

PURPOSE:

This policy is in place to ensure that;

- the use of mobile phones by students at school does not interfere with learning or student safety
- students have access to mobile phones at the request of parents/carers, and during an emergency.

SCOPE:

This policy applies to all students at school, on camps and excursions and during school sanctioned events.

COMMUNICATION PLAN:

Parents will be referred to this policy at the commencement of each school year and on enrolment. A copy will be available on the school website.

Staff will be referred to this policy at the commencement of each school year and on induction (new staff). A copy will be available on COMPASS.

IMPLEMENTATION:

1 School Support for Mobile Phones and Other Portable Digital Devices

To support students who may require access to a digital device, or choose to bring one to school, it is required that:

- a devices are brought to the front office for storage throughout the school day
- b parents/carers and students understand that the school takes no responsibility for loss or damage to the device. The school does not hold insurance for personal property and payment will not be made for loss or damage.
- c students contact the office if they have a reason to use their digital device during the school day. This will be allowed under supervision, allowing for privacy if necessary.

2 Contact With Students During the School Day

All contact with students during the school day is to be through the school office, unless specific permission is requested, in writing, and approved by the Principal.

3 Excursions and Camps

Students are not permitted to have portable digital devices at any time when on school excursions or camps, unless specific permission is requested, in writing, and approved by the Principal.

4 Devices Such as Smart Watches

Advancements in technology make it possible for students to have many devices that can be worn discreetly. Some of these devices may not be easily recognisable as having photographic or internet capability and applying the same conditions as those of mobile phones is difficult.

Students with any sort of portable digital device must:

- a follow the school Technology Code of Conduct at all times.
- b ensure devices will not interfere with teaching and learning, or the safety of the school environment.
- c not use these devices during the school day for photography, recording or any sort of communication.

5 Breaches of this Policy

- a Students who do not hand in their mobile phone to the office on arrival at school and are seen using the device during the school day will have the phone confiscated. While the phone may be returned at the end of the school day for safety reasons, parents may be contacted and other arrangements made for the student in regard to having their phone at school.
- b Students who are found to be misusing any sort of portable digital technology at school will have the device confiscated. While the device may be returned at the end of the school day for safety reasons, parents/carers may be contacted and other arrangements made for the student in regard to having the device at school.
- c Students found to have recorded data of any sort (photographic, audio, video) will be required to provide staff access to the device to remove the material. If this is refused, the device will be confiscated and only returned to a parent/carer after discussion with the Principal.