



## **Mobile Phone and Device Policy 2018 To be reviewed December 2020**

*The procedures applying to the use and security of mobile phones, portable computer games, IPods, I pads and similar devices.*

### **Policy**

This policy outlines the appropriate use of mobile phones and devices on our school site.

### **Rationale**

The Staff and School Council of East Hamilton Hill Primary School recognise that many students and their families own mobile devices. We also acknowledge that some parents/carers request that their child/ren bring a mobile phone/device to school for before and after school safety/security reasons.

Our core business of teaching and learning needs to be conducted in an environment free from unnecessary distractions or disruptions. Therefore the school strongly discourages the bringing of mobile devices to school by students. The school is prepared to allow mobile devices on the premises but only within the parameters of the policy as stated below.

### **Aim:**

To inform all members of our school community about the appropriate use of mobile devices at our school and to outline the procedures and processes of this policy.

### **Guidelines**

#### **Staff**

During teaching time, while on playground duty and during meetings, mobile devices will be switched off or put on 'silent' or 'discreet' mode. Except in urgent or exceptional situations, mobile device use is not permitted during teaching time and during meetings.

#### **Students**

In general, students should not bring valuable items to school, as they can be easily lost or stolen, which is often distressful for a primary age child. Students remain responsible for all of their personal effects whilst at school. When students enter the school grounds the school takes no responsibility for mobile devices. Mobile devices are brought to school

entirely at the owner's risk. The school accepts no responsibility for replacing lost, stolen or damaged mobile devices. There are no reasons why a student needs to have in their possession or use a mobile device during the school day or at school events, eg carnivals, discos, excursions, whether onsite or offsite.

Parents are reminded that in cases of emergency the school office remains the appropriate point of contact to ensure your child is reached quickly and assisted in a suitable way. Students are advised that if they need to bring a mobile device onto the school grounds during the school day, their parents need to complete the Mobile Device Agreement Slip. If students do bring their mobile device to school it should be clearly marked with their name and given to the classroom teacher who will secure it for the day, then the child is to collect it at the end of the school day.

### **Sanctions**

In line with our Student Behaviour Management Policy, students who fail to follow these guidelines, the following sanctions may be applied:

Confiscation of the mobile phone/ device (handed back to student or parent at the end of the day).

Communication with parents/carers regarding mobile phone/device use at school.

An office time-out or in school suspension.

A student being banned from bringing a mobile device onto the school grounds.

### **Inappropriate Use**

Generally, a mobile device will be used inappropriately if it:

- disrupts or is likely to disrupt the learning environment or interfere with the operation of the school; or
- threatens or is likely to threaten the safety or well being of any person; or
- is in breach of any law.

Inappropriate use of mobile devices will include students using them to bully, intimidate or otherwise harass other people through any SMS or text message, photographic, video or other data transfer system available on the device. This type of misuse will be dealt with under the Student Behaviour Management Policy.

It should be noted that it is a criminal offence to use a mobile device to menace, harass or offend another person. The school may consider it appropriate to involve the police.

### **Exemptions**

Exemptions of this policy can only be approved by the Principal and then only in exceptional circumstances.

## E Safety

Parents will be made aware of the following potential dangers if they enter into an agreement to allow their child to have a mobile device during school hours:

- The mobile device could be viewed as a toy or gimmick;
- Children could be contacted at random by strangers
- Mobile marketing companies can spam mobile devices with advertising messages
- Mobile devices can become a 'safety blanket' for children and be relied upon too much for help. Children need to learn other strategies for getting assistance like going to a Safety House, rather than being over-reliant on the mobile device;
- Mobile devices can be a distraction when used during school time;
- Bullying and harassment can occur through text messaging; and
- Children may become vulnerable to others wishing to steal the device or memory card.

Children might not secure the device with passwords. This can potentially lead to other people amassing expensive bills if the device is misplaced or stolen.

Another invaluable resource:

<https://www.esafety.gov.au/>

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### **Mobile Phone and Device Agreement**

We have read and understood the East Hamilton Hill Primary Mobile Phone and Device Policy.

We have read understood and discussed the procedures about mobile device use at East Hamilton Hill Primary School and will abide by these procedures.

I understand that if I do not abide by these procedures that the mobile device will be confiscated and the child will not be allowed to have a mobile device at school.

We have read and understood the potential dangers of mobile device use and have discussed these with my child.

We also understand that during the school day, the classroom teacher will be given the phone by the student to be secured and then returned at the end of the school day.

Name of child: \_\_\_\_\_

Child's signature: \_\_\_\_\_

Parent's name: \_\_\_\_\_

Parent's signature \_\_\_\_\_ Date \_\_\_\_\_

Reasons for your child having a mobile device at school:

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Teacher Signature: \_\_\_\_\_ Date \_\_\_\_\_

Leadership Team Signature: \_\_\_\_\_ Date: \_\_\_\_\_

