

Mobile Phone Policy

This document outlines the guidelines for students and parents/community mobile phone users while on school premises to ensure students' safety and right to privacy and that learning is not interrupted.

Students and Mobile Phones

It is assumed that any child bringing a mobile phone to school needs it for safety in travelling to and from home but not during the school day.

Our stance on the possession of mobile phones at school is underpinned by the following considerations:

- Mobile phones are very expensive and highly attractive devices and therefore at risk of being stolen or used inappropriately at school
- Use of mobile phones by children can be disruptive to teaching, learning and school activities in and out of the classroom.
- Mobile phones use cellular data meaning that students can access the internet without being monitored through the school filter network.

As a result, mobile phones are not permitted in classrooms, in the playground and on excursions/camps.

Procedures

The following procedures **must** be followed when bringing a mobile phone to school.

- Phones (with the student name marked on them) are to be turned off and submitted to the office on arrival (prior to first bell) at school where they are checked in via a register
- Phones will be stored safely, at the office in the Administration building
- They are to be collected and signed out at the end of the school day
- No student mobile phones are permitted on camp or on an excursion as students are in the direct care of the teachers and school staff.

* It is understood that parents have a genuine need to make urgent contact with their children. For this reason the main school phone is attended during school hours. Phone messages for students will always be relayed to the relevant student. Furthermore, the office staff will contact parents when children are sick or injured or other urgent situations arise.

* In the event that students have a mobile phone in their possession, during class time or in the playground they will be referred to the Administration team who will place the phone in security for the remainder of the day.

Normal school disciplinary consequences apply to breaches of these guidelines.

**NO RESPONSIBILITY WILL BE TAKEN BY THE SCHOOL SHOULD LOSS, DAMAGE
OR THEFT OF MOBILE PHONES OCCUR**

Please note:

- It is recommended by the Department of Education and Training that disciplinary action (including suspension or recommendation for exclusion) be taken against any student who:
 - photographs or video other individuals without their consent or who send harassing or threatening messages.
 - uses a personal technology device to record private conversations, ordinary school activities (apart from social functions like graduation ceremonies) or violent, illegal or embarrassing matter capable of bringing the school into public disrepute is considered to be in breach of this policy
 - use a personal technology devices to record inappropriate behaviours or incidents (such as vandalism, fighting, bullying, staged fighting or pranks etc) for the purpose of dissemination among the student body or outside the school, by any means (including distribution by phone or internet posting) resulting in a culture of distrust and disharmony.
 - even where consent is obtained for such recording, capture by personal technology devices, images or sound on the school premises or elsewhere and disseminate to others, if it is done for the purpose of causing embarrassment to individuals or the school, for the purpose of bullying or harassment, including racial and sexual harassment, or where without such intent a reasonable person would conclude that such outcomes may have or will occur
 - breach the policy by being involved in recording and/or disseminating material (through text messaging, display, internet uploading or other means) or are knowingly the subject of such a recording.

Parents/Caregivers in School Grounds and Mobile Phones

We appreciate the support that parents and caregivers offer by helping in the classrooms, attending assembly and other school functions. We know that parents are concerned that students' learning is not interrupted.

Therefore it is requested that parents and caregivers have mobile phones turned to silent while in the school grounds, allowing incoming calls to be recorded as 'missed calls' and returning the calls at an appropriate time such as at the end of your volunteer session or when you leave the school site.