

## Mobile Phones

### Policy Statement

The purpose of this policy is to ensure that:

- mobile phone use does not disrupt the teaching and learning environment for any student or teacher
- potential risks to student safety and wellbeing posed by inappropriate use of mobile phones can be identified and addressed
- students, staff and parents have a clear understanding of the school guidelines and personal responsibilities related to the inappropriate use of mobile phones

### Rationale

Croydon Hills Primary School recognises that mobile phones are part of everyday life. We also recognise that some parents/guardians would like to their child to bring a mobile phone to school for before/after school safety/security.

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 phones to school by students. The school is prepared to allow mobile phones on the premises but only within the parameters of this policy. Students are not to bring other communication devices such as iPods to school.

### Implementation

Permission for students to have a mobile phone at school is contingent on parents and students signing the Appropriate Use of Mobile Phones at School agreement annually.

It is the responsibility of all staff, students and parents to comply with the appropriate use of mobile phones guidelines as outlined in this document and DEECD guidelines.

The school accepts no responsibility for lost, stolen or damaged phones. The school also accepts no responsibility for students who lose or have their phones stolen whilst travelling to and from school.

Teachers will discuss this policy with students to ensure they have a clear understanding of the guidelines and procedures.

The community will be made aware of this policy through the weekly newsletter and the policy will be posted on the school's website.

#### **Staff**

During teaching time, while on playground duty and during meetings, mobile phones will be switched off or put on 'silent' or 'discreet' mode.

Except in urgent or exceptional situations, mobile phone use is not permitted during teaching time, while on playground duty and during meetings.

#### **Parents**

The decision to provide a mobile phone for their children should be made by parents or guardians who should be aware that their child is bringing a mobile phone to school. If parents want their child to bring a mobile phone to school, parents must complete the Mobile Phone Permission form (see appendix) which can be obtained from the

Principal and must be returned to him. Parents are reminded that in cases of emergency the school office remains a vital and appropriate point of contact and can ensure your child is reached quickly and assisted in any appropriate way.

## **Students**

Phones and other communication devices will be turned off and left in the student's bag and are not to be used on the school premises.

Students remain responsible for all of their personal effects whilst at school including the mobile phone. When students enter the school grounds the school takes no responsibility for mobile phones. Mobile phones are brought to school entirely at the owner's risk. The school accepts no responsibility for replacing lost, stolen or damaged mobile phones.

Students are not permitted to take mobile phones on school camp or other external school related activities. Students who bring a mobile phone to school without the approval of the Principal and/or misuse their mobile phone will have the phone taken from them and it will be stored securely at the office to be collected by a parent/guardian.

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

## **References**

Department of Education Guidelines

## **Review**

As part of the school's cyclic process.



## Appropriate use of mobile phones at Croydon Hills Primary Annual School Agreement

Student Name: \_\_\_\_\_ Class: \_\_\_\_\_

Student Mobile Phone Number: \_\_\_\_\_

*Croydon Hills Primary School accepts that some parents give their children mobile phones to protect them from everyday risks involving personal security and safety. However, the school has clear guidelines and procedures for the appropriate use of mobile phones as outlined in the school's Mobile Phone Policy. In order for any student to bring a mobile phone onto school grounds they must have read and clearly understood the policy as well as co-signing the following agreement with their parent.*

### STUDENT AGREEMENT

I have read the Croydon Hills Primary School Mobile Phone Policy and agree to the following:

- When bringing my mobile phone to school I will switch it off as soon as I enter the school grounds and keep it in my bag throughout the school day.
- I understand and will abide by all the guidelines for acceptable use of mobile phones at Croydon Hills Primary School.
- I understand the behaviours that constitute unacceptable use of mobile phones and will not engage in these behaviours at any time. I acknowledge that if I break the terms of this agreement my phone will be confiscated, my parents will be contacted and I may be banned from bringing my phone onto school grounds.

Student Name (print): \_\_\_\_\_

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### PARENTAL AGREEMENT

- I give permission for my child to carry a mobile phone to school.
- I have read the Croydon Hills Primary School Mobile Phone Policy about appropriate use of mobile phones and discussed the guidelines and procedures with my child.
- I agree to support school policy with regards to mobile phone use and agree to support school decisions and actions regarding mobile phones.
- I understand the school takes no responsibility for my child's mobile phone.
- I understand that this form will be kept on file and details may be used to assist in identifying a phone should the need arise.

Parent Name (print): \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_