



Primary Student use of mobile phones and personal devices policy

We are very much aware that the mobile phone features significantly in our students' lives and the advances in technology make it far more than just a phone. The school understands that this technology is part of our world and that parents often support their children having mobile phones for safety reasons. This mobile phone policy aims to promote a safe environment for both teachers and students. It relates to mobile phones, however, any device that has access to social media and has the potential to take photographs is included in this policy.

Purpose of this policy

This policy provides direction to students, staff and families about managing mobile phones and other digital devices that students choose to bring to school. Digital devices include, but are not limited to, smartwatches, tablets or laptops. This policy applies while students are at school or attending an authorised school activity such as an excursion, during school hours. At school includes before and after the school bell and when a teacher is on duty outside.

Mobile phone use for primary school students

The Department for Education's position is that primary aged students cannot use their mobile phones and personal devices at school during school hours. The Department for Education and Modbury South Primary School recognise that there are legitimate reasons for students to bring a mobile phone or personal device to school. This may include:

- To ensure their safety while travelling to and from school
- So that parents can contact them outside of school hours

What Students need to know and do:

1. Mobile phone and other personal devices (including iPods, music devices, and earphones) must be turned off and handed in at the Front Office before school commences and collected at the end of the school day. Or students can choose to keep them in the school bag, switched off, for the duration of the school day.
2. Students who choose to bring mobile phones or other personal devices to school must accept sole responsibility for their care. As with any other personal items, the school cannot take any responsibility for phones that are lost, damaged or stolen.

3. If the student does not comply with the Mobile Phone Policy their mobile phone or device will be confiscated by a staff member. It will be held at the Front Office where the student will be able to collect it at the end of the school day. Parents/caregivers will be notified of the non-compliance and confiscation.
4. Students communicate respectfully with others and do not use a mobile phone or other personal device to bully, harass or threaten another person.
5. Respect others' rights to privacy and do not take photos, film or audio records of other people without their knowledge or permission.

What the Classroom Teacher needs to know and do:

Teachers have the responsibility to ensure a safe and productive classroom environment, free from the interference and distraction created by mobile phones and other electronic devices.

1. The teacher has the right to confiscate any device, for any breach of the Mobile Phone Policy.
2. The teacher will deliver the mobile device or digital device to the Front Office where the student can collect it at the end of the day.

What Parents/Caregivers need to know and do:

1. Support the implementation of the school's mobile policy, including the consequences for non-compliance with the policy.
2. Please do not phone or send text messages to your child during school time. If urgent contact needs to be made then parents/caregivers must contact the Front Office and a staff member will pass the information on immediately.
3. Use the school's formal communication channels in all instances to communicate with the school (including where a student requires early collection from school). Encourage their child to always report to a school staff member in the first instance if they become unwell or experience an issue at school.
4. If your child does not adhere to the Mobile Phone Policy (this includes electronic devices) their phone or device will be confiscated and brought to the Front Office for collection by the student at the end of the day. Parents and caregivers will be informed of the student's non-compliance.
5. Recognise the important role they play in supporting their child to use their mobile phone (or other personal device) in a safe, responsible and respectful way.

Roles and Responsibilities

Principal

Make sure:

- This policy is clearly communicated and accessible to all students, staff and families
- There is a process for regular review of the policy

- Secure storage is provided for student personal devices that are handed in to school staff at the Front Office.
- Processes are in place for monitoring internet and school network use by all members of the school community.

Enforce the policy and responses to instances of non-compliance.

Report and respond to incidents of inappropriate use of personal devices in line with the department policy and procedures and any legislative requirements.

Consider requests for exemptions from the policy from parents on a case-by-case basis. Make sure that approved exemptions are documented and that relevant staff are informed about students' exemptions.

Model appropriate use of mobile phones and support families to understand the importance of promoting safe, responsible and respectful use of mobile phones to their children.

School Staff

Deliver learning opportunities and maintain safe and productive learning environment. Take steps to minimise distractions from the non-educational use of personal devices in the learning environment at times when a device is being used by a student in line with an approved exemption or in circumstances where students' devices are stored in the classroom.

Respond to instances of non-compliance in line with the school's policy.

Report and respond to incidents of inappropriate use of personal devices in line with department policy and procedures and any legislative requirements.

Make sure that any student personal devices handed in for their care are stored at the Front Office in a secure location and returned to the student (or their parent/caregiver) at the end of the school day.

Model appropriate use of mobile phones and support families to understand the importance of promoting safe, responsible and respectful use of mobile phones to their children.

Supporting information:

Modbury South Primary School ICT Cyber Safety Agreement 2021

Behaviour Policy

Department for Education Student use of mobile phones and personal devices policy

Review:

Review by Modbury South Primary School Governing Council on June 2021.

Next review by Governing Council : June 2024