



## WEST BEACH PRIMARY SCHOOL MOBILE PHONE POLICY

### **Purpose**

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 that are not part of a separate Bring Your Own Device arrangement. This policy applies while students are at school, or attending an authorised school activity such as an excursion, during school hours.

### **Mobile phone use for primary school students**

The department's position is that primary aged students cannot use their mobile phones and personal devices at school during school hours. The department and the 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.
- so that parents can contact them outside of school hours

During the school day students are not permitted to access or use their mobile phones or other personal devices.

Students must switch off or mute their devices before storing them at the beginning of the school day. They will not be able to access their device until the end of the school day.

### **Storage of personal devices**

Mobile phone must be kept in the student's bag during school hours on silent or off. Student who wish to store their mobile phones in a secure location can hand in their phone to the staff at the front office. The device will be logged and stored securely.

If the student does not comply Leadership intervention and student may have office timeout. The student may be asked to place their phone in a labelled envelope and the phone may be collected from front office at end of the school day.

Leadership may contact parents/carers to discuss the incident.

Leadership consider requests for exemptions from the policy from parents on a case-by-case basis.

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.

### **Students**

Comply with the requirements of the school's policy and follow all reasonable directions from the Principal and school staff.

If permitted to use a mobile phone or personal device in line with an exemption under this policy, do so in a safe, responsible and respectful way and support peers to do the same.

Communicate respectfully with others and do not use a mobile phone or other personal device to bully, harass or threaten another person.

Respect others' rights to privacy and do not take photos, film or audio records of other people without their knowledge or permission.

### **Parents**

Support the implementation of the school's policy, including the consequences for non-compliance with the policy. 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.

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.

The policy was reviewed by the schools leadership in consultation with West Beach Primary Schools Governing Council in 2022.

Supporting information is available: <https://www.education.sa.gov.au/parents-and-families/safety-and-wellbeing/bullying-and-cyberbullying/using-mobile-phones-and-personal-devices-school>