

Primary student use of mobile phones and personal devices



Purpose

This policy provides direction to students, staff and families about managing mobile phones and other digital devices 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; and
- 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

Students remain responsible for all of their personal effects while at school. Mobile phones are brought to school entirely at the owner's risk. At the beginning of the day, as soon as students arrive on school grounds, the student will need to put their phone into their named plastic pocket at the front office. The front office will store this in a locked facility. Students can collect their phone at the end of the day.

If the student does not comply

Students are not to have their mobile phone in their possession during school hours. If the storage procedure is not followed, the phone will be confiscated from the student and the parent/ carer will be asked to collect it from the front office.

Roles and responsibilities

Principal

Ensure:

- 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; and
- processes are in place for monitoring internet and school network use by all members of the school community.

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

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

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 a safe and productive learning environment. If a device is used by a student, in line with an approved exemption or in circumstances where students' devices are stored in the classroom; staff will take steps to minimise distractions and non-educational use.

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 in a secure location and are returned to the student (or their parent).

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.

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.

Communication and review

- Leadership become familiar with the new policy and requirements.
- Preparation of documents to reflect local context.
- Consult with all staff and members of governing council.
- Complete policy template and update existing policy to include mandatory text.
- Publish/ share the final policy with our school community.

Policy Review: Term 1, 2024

Supporting information

The following links of policies and procedures that interact with this policy on student use of mobile phones and personal devices can be found at <https://renmarkr7.sa.edu.au/>

- Behaviour Learning policy.
- Anti-bullying policy.
- ICT user agreements.