



## APPLECROSS PRIMARY SCHOOL

### Mobile Phones and Personal Electronic Devices

#### POLICY

This policy is monitored regularly by school staff and reviewed annually. It is guided in its intent by the Mobile Phones and Personal Electronic Devices in Public Schools policy. We apply this policy at Applecross Primary School. This document is the source for determining outcomes to procedural queries.

Policy Review Date: March 2024

#### Rationale

Mobile communication devices are a part of the everyday lives of our students, consequently, it is understood that students may need to bring their own mobile phone or personal device to school.

However, they are discouraged from using these at school unless directed to do so by a teacher, have approval from the Principal, or are part of the BYOD program.

#### Policy Statement

The Department of Education does not permit student use of mobile phones in public schools unless for medical or teacher-directed educational purpose.

#### Policy Rules

Principals must:

- implement a ban on the use of mobile phones for all students from the time they arrive to the conclusion of the school day (“off and away all day”) unless the student has been granted an exemption for the following uses of mobile phones:
  - to monitor a health condition as part of a school approved documented health care plan; or
  - for a particular educational purpose under the direct instruction of a teacher; or
  - with permission of a teacher for a specified purpose.
- implement the following rules for students in different year levels:
  - students from Kindergarten to Year 6 are not permitted to have mobile phones in their possession during the school day; and
- require students to put their smartwatches in ‘airplane mode’ so phone calls and messages cannot be sent or received during the school day;
- determine an appropriate storage approach for mobile phones for students from Kindergarten to Year 6; and
- manage breaches of this policy in accordance with the Student Behaviour in Public Schools Policy and Procedures.

## **Guidelines**

For the purposes of this policy, 'mobile phones' includes smart watches, other electronic communication devices, and associated listening accessories, such as, but not limited to, headphones and ear buds.

"Off and away all day" includes before school and at break times.

Please note the following actions regarding student use of mobile phones and communication via electronic devices during school hours.

- Bringing electronic devices of any kind to school, other than for safety reasons whilst a child is commuting on their own, is to be discouraged.
- During the school day, phones and personal devices (if permitted by the school for safety reasons) must be switched off. Devices should be kept in the student's bag.
- If it is determined that a child is in possession of a mobile device without a valid reason it will be removed from their possession, placed in a secure place in the school administration building, and returned at the end of the school day.
- Any request by a student to contact their parents during the school day will be directed to the child's teacher. If it is determined necessary for a student to make a phone call, he/she will do so via the office phone and not via their personal device.
- Smartwatches are permitted to be worn at school. Any student wearing a smartwatch must initiate the mode required for their smartwatch to ensure that phone calls and messages cannot be sent or received during the school day.
- During school hours (including school excursions of any kind) parents should not contact their child with urgent messages via their child's mobile device; instead, this should be done through the office.
- For approved devices other than those used in the BYOD program, the security and the safekeeping of any device is the owner's responsibility. The school cannot accept responsibility for its security.
- iPads for the BYOD program are permitted. They are used by agreement described in the Student Code of Conduct. This agreement requires users to switch off any app that can be used for communication such as Messenger, FaceTime, SMS (etc) including all social media while the student is at school. BYOD iPads can be brought into the classroom and are used under teacher guidance and supervision.

Your understanding and cooperation in keeping our students safe is appreciated.

***Policy approved by School Board 9 March 2021***