



# STUDENT MOBILE PHONE Policy

## **Purpose:**

The increased ownership of mobile phones requires that school administrators, teachers, students, and parents take steps to ensure that mobile phones are used responsibly. This policy is designed to ensure that potential issues (such as mobile etiquette) can be clearly identified and addressed. Epping Views Primary School has established the following policy for student mobile phones that provides teachers, students and parents guidelines and instructions for the appropriate use of mobile phones during school hours. In order for students to carry a mobile phone during school hours, students and their parents or guardians must first read and understand the policy. The policy for mobile phones also applies to students during school excursions, camps and extra-curricular activities.

## **Rationale:**

### **Personal safety and security**

Epping Views Primary School accepts that parents give their children mobile phones to protect them from everyday risks involving personal security and safety. There is also concern about children travelling alone on public transport or commuting long distances to school. It is acknowledged that providing a child with a mobile phone gives parents reassurance that they can speak with their child quickly at any time.

### **Responsibility**

It is the responsibility of students who bring mobile phones onto school premises to adhere to the guidelines outlined in this document. The decision to provide a mobile phone to their children should be made by parents or guardians. Parents should be aware if their child takes a mobile phone onto school premises. Permission to have a mobile phone at school while under the school's supervision is contingent upon parent/guardian permission in the form of a signed copy of this policy. Parents/guardians may revoke approval at any time.

### **Acceptable Uses**

Mobile phones must be switched off at school, during school excursions, camps and sports days and handed into teachers. Parents are reminded that in cases of emergency, Epping Views Primary School office remains the appropriate and vital point of contact and can ensure your child is reached quickly, and assisted in any appropriate way.

### **Unacceptable Uses**

Mobile phones must not be used to make calls, send SMS messages, surf the internet, take photos or access any other application during school hours. Should there be any disruptions to school activities or lessons caused by a mobile phone, the responsible student will face disciplinary actions as sanctioned by the Principal.

### **Theft or damage**

Students are required to mark their mobile phone clearly with their names. Students who bring a mobile phone onto school premises should hand it into their teacher as they arrive. Teachers will be responsible for handing mobile phones back to students at the end of the school day. Mobile phones which are found in the school and whose owner cannot be located should be handed to front office

reception. The school accepts no responsibility for replacing lost, stolen or damaged mobile phones. The school accepts no responsibility for students who lose or have their mobile phones stolen while travelling to and from school. It is mandatory that students use passwords/pin numbers to ensure that unauthorised phone calls cannot be made on their phones (e.g. by other students, or if stolen). Students must keep their password/pin numbers confidential. Mobile phones and/or passwords are not be shared.

### **Inappropriate conduct**

Any student who uses vulgar, derogatory, or obscene language while using a mobile phone will face disciplinary actions as sanctioned by the Principal. Students with mobile phones may not engage in personal attacks, harass another person, or post private information about another person using SMS messages, taking/sending photos or objectionable images, and phone calls. Students using mobile phones to bully other students will face disciplinary actions as sanctioned by the Principal. It should be noted that it is a criminal offence to use a mobile phone to menace, harass or offend another person. As such, if action as sanctioned by the Principal is deemed ineffective, as with all such incidents, the school may consider it appropriate to involve the police.

### **Evaluation:**

- This policy will be reviewed as part of the school's four year review cycle:

This policy was last ratified by School Council on....	15 <sup>th</sup> August 2017
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**Mobile Phone Parent/Guardian Permission**

I have read and understand the above information about the appropriate use of mobile phones at Epping Views Primary School. I understand that this form will be kept on file at the school and that the details may be used (and shared with a third party, if necessary) to assist with the identification of a phone should the need arise (e.g. if lost, or if the phone is being used inappropriately).

I give my child permission to carry a mobile phone to school and understand that my child will be responsible for ensuring that the mobile phone is used appropriately and correctly while under the school’s supervision, as outlined in this document.

Parent name (print) \_\_\_\_\_

Parent signature \_\_\_\_\_

Date \_\_\_\_\_

Student name (print) \_\_\_\_\_

Mobile phone number \_\_\_\_\_

Student signature \_\_\_\_\_

If you have any comments or suggestions, please contact the school Principal.