



St Joseph's Primary
Queens Park

Mobile Phone policy

Policy Date 2008
Revised 2011
Revised 2014
Revised 2017
Due for Review 2020

Rationale

Mobile phones have become an important and invaluable part of our modern lifestyle. However, inappropriate use of mobile phones can cause unnecessary distractions and disruptions in the learning environment. Current media attention has highlighted concerns about students using social media, messaging and apps through their mobile phones to bully others. At St Joseph's School, we believe all students should be able to come to school feeling safe and secure. The school aims to provide a happy, safe and stimulating learning environment for all students. St. Joseph's School has no control over the content that may already be on a mobile phone before it is taken on campus. The purpose of this policy is to outline the appropriate use of mobile phones on our school site and to protect our students from the potential dangers associated with viewing inappropriate content and communication.

Scope

This policy applies to all staff, students, parents and wider community members that enter St. Joseph's School Queens Park

Principles

St Joseph's Primary School recognises that parents often like their children to have access to a mobile phone for security reasons, particularly on the way to and from school, or to confirm or change a collection time after school.

It is not necessary, nor acceptable for mobile phones to be switched on or used during the school day. In cases of emergency, the school office remains a vital and appropriate point of contact.

Procedures

When students do bring them to school, the following policy applies:

Students

- Only students with a valid reason to possess a mobile phone at school, and with the written permission of their parents, are permitted to have these at school.
- On arrival at school (even before the morning bell), mobile phones must be switched off and out of sight at all times. Silent or discreet settings are not acceptable.
- Student's mobile phones are to be left with the classroom teacher at the start of the day and collected before going home.
- Mobile phones can be expensive items. The school cannot take responsibility for the replacement of damaged, lost or stolen phones.
- Use of a phone in school hours will result in the phone being confiscated by the teacher and placed at the front office for pick up. The phone will be returned when the student's parents receive a letter from the Principal asking them to contact the school.
- Mobile phones are not to be used for their calculator function, for search engines or other purposes during class.
- Use of mobile phones during out of school functions arranged by the school including excursions, camps, and retreats will not be permitted. Arrangements are in place for communication with a staff member in the case of an emergency.

If the policy is not followed then:

1. There will be a letter sent home to parents: informing parents of the matter and a warning is registered and noted.

2. Any re-occurrence will result in an in-school detention.

3. For serious ongoing breaches, permanent exclusion may be necessary in line with the schools Internet Agreement Policy.

Staff

During teaching time, while on playground duty and during meetings and interviews, mobile phones will be switched off or put on 'silent' or 'discreet' mode.

Except in urgent or exceptional situations, mobile phone use is not permitted during teaching time, while on playground duty and during meetings. Staff must notify Principal or AP's of this.

Parents, visitors and contractors

All users are to switch their mobile phones to mute or discreet when in public areas, including meetings, interviews and classrooms.

All parents and visitors are requested to take and make mobile calls outside teaching and learning areas.

St Joseph's School strongly discourages parents from showing students other than their own children content from their mobile phones or other devices.

When parents attend school events such as assemblies and concerts and use their mobile phones and other devices to record or take pictures they are asked not to upload pictures of student's other than their own children to social media websites.

References

Nil.

Related Documents

ICT use by students

ICT use by staff