

# Mount Pleasant 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 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.
- needs related to a disability.

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 unless with express permission from the Principal.

### Storage of personal devices

At Mount Pleasant students do not usually bring mobile phones or personal devices to school. However if any devices are brought to school they must be handed in to the front office where they will be kept in a locked filing cabinet until collected at the end of the day.

### If the student does not comply

- If a student is found using a mobile phone or personal device without express permission from the Principal that device will be confiscated.
- If a device is confiscated a letter will be sent home to the parent explaining the breach of this policy and the department's position.
- Any confiscated devices will be kept in a locked filing cabinet in the front office and returned to the child at the end of the day.

## Roles and responsibilities

### Principal

Make sure:

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

Enforce the policy and responses 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.

Consider requests for exemptions from the policy from parents on a case-by-case basis. Make sure that approved exemptions are documented and that relevant staff are informed about students' exemptions.

Inform staff of any exemptions, reasons and conditions of the use.

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. Take steps to minimise distractions from the non-educational use of personal devices in the learning environment at times when a device is being used by a student in line with an approved exemption or in circumstances where students' devices are stored in the classroom.

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.

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.

## Communication and review

Outline:

- This policy was developed in consultation with the Governing Council.
- An informal understanding that students were not to have mobile phones or personal devices at school has been in place for over ten years. This policy formalises that understanding. Due to a ban already being in place there was no need to consult with students or other parents outside of the Governing Council.
- This policy can be accessed via the school's website, or in paper form by request.
- This policy was first ratified by the Governing Council on 18/05/2021
- The policy will be review every two years with the **next review date being 18/05/2023**

## Supporting information

This policy has links to the following policies

- School's behaviour management policy
- School's anti-bullying policy
- ICT user agreements.

These documents can be found at [www.mtplestps.sa.edu.au/Information\\_For\\_Parents.htm](http://www.mtplestps.sa.edu.au/Information_For_Parents.htm)