

PERSONAL MOBILE DEVICES POLICY

RATIONALE:

Personal mobile devices are an important communication tool. Personal mobile devices can enhance communication by making it easy for people to take and transmit images, information and text/voice messages. These technologies however have the potential to be abused at school by:

- disrupting the teaching and learning programs conducted by the school
- being a vehicle for bullying or inappropriate use
- facilitating the invasion of privacy for both students and staff at school

This policy applies to:

1. All students at Findon Primary School and,
2. All personal mobile devices that have not been approved by the school for the purpose of carrying out and engaging in the teaching and learning of the curriculum.

AIM:

To explain to our school community, the requirements and expectations regarding the safe and appropriate use of personal mobile devices by students, at school or during school activities.

DEFINITION:

Personal mobile devices are portable computing and communication devices such as smartphones, tablet computers and smart watches.

IMPLEMENTATION:

Findon Primary School understands that students may bring a personal mobile device to school, particularly if they are travelling independently to and from school.

- All personal mobile devices brought to school must be signed in at the office before school and it is the student's responsibility to collect it at the end of the day.
- Personal mobile devices brought to school by students are not to be turned on between 8.45am and 3.45pm or used in the school grounds. Between 8.45am and 3.45pm the school will contact parents if, and when necessary, and parents can contact the office when an important message has to be passed on to their child.
- Students **are not** permitted to access their personal mobile devices during lunchtime or recess.

Insurance

Students are responsible for their personal mobile device. Please note that Findon Primary School does not have accident insurance for accidental property damage/loss. Students and their parents/caregivers are encouraged to obtain appropriate insurance for valuable items, including personal mobile devices that may be brought to school. Students are responsible for items brought to school.

Camps and excursions

Personal mobile devices, under no circumstances are to be taken by students to camps, sleepovers, excursions, extra curricular school activities, school sporting events etc.

Staff

- Staff are not permitted to use personal mobile devices for private use when they are supervising or teaching students because of their 'Duty of Care' legal requirements to students.
- During teaching time, and during meetings, personal mobile devices will be switched off or put on 'silent' or 'discreet' mode.
- During yard duty, staff may carry personal mobile devices for all essential contact with the school and/or emergency services.

Inappropriate Use

Inappropriate use includes:

- disruptions or likely disruptions to the learning environment or interference with the operation of the school; threats or likely threats to the privacy, wellbeing or safety of any person; or breach of any law
- use of the personal mobile device as a connection to the internet during the school day
- use of the personal mobile device in the bullying, intimidation or harassment of other people through calls, SMS or text messages, photographic, video or other data transfer systems available on the device
- to engage in inappropriate social media use including cyberbullying
- to capture video or images of people, including students, staff and members of the school community without their permission whether on or off the school grounds during school events.

Students who use their personal mobile device inappropriately at school may be issued with consequences consistent with our school's *Student Wellbeing, Engagement and Inclusion, Anti Bullying and Cyberbullying* policies. Parents/caregivers will be contacted if breaches of this policy are detected. Disciplinary action will be taken when personal mobile devices are used in ways that do not abide by the school policy and school values.

In circumstances where student's personal mobile devices have not been signed into the office at the commencement of the school day, these devices may be confiscated and stored in the Principals office. In these circumstances, the personal mobile device will usually need to be collected by the parent/caregiver and student at the end of the school day.

The Principal may revoke a student's permission to bring personal mobile devices onto the school premises.

It should be noted that it is a criminal offence to use a personal mobile device to menace, harass or offend another person. The school may consider it appropriate to involve the police.

Exemptions

Exemptions of this policy can only be approved by the Principal and then only in exceptional circumstances.

EVALUATION: This policy will be reviewed as part of the school's three year review cycle.

REFERENCES:

Photographing and Filming Policy
Anti Bullying Policy
ICT Policies
Student Wellbeing, Engagement and Inclusion Policy