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## **St. John's Primary School Mobile Phone and Electronic Communication Devices Policy**

This policy provides direction to students, staff and families about managing mobile phones and other digital devices that students bring to school. Digital devices include, but are not limited to, smartwatches and tablets. This policy applies while students are at school, or attending an authorised school activity such as an excursion or school camp.

### **Rationale**

The staff and School Advisory Council of St John's Primary School discourages but recognises that there are legitimate reasons for students to have a mobile phone or personal device in their possession whilst at school. This may include:

- to ensure their safety while travelling
- so that parents can contact them outside of school hours.

The teaching and learning process at St John's Primary School must take place in an environment that is free from the distraction of mobile phones and communication devices. Consequently we stress that there is to be no use of mobile phones or communication devices during school hours. Students who have a good reason to have a mobile phone or communication device at school will abide by the following guidelines.

### **Guidelines**

- The school discourages the bringing of any valuable items including mobile phones to school, as they can be lost, stolen or damaged
- The school takes no responsibility should anything happen to mobile phones or communication devices brought to school. These items are brought to school entirely at the owner's risk.
- In order to minimise disruption to learning, student electronic devices must be switched off at the school gate and remain switched off while on school grounds.
- Students will present their mobile phone to the office at the beginning of the school day. Devices will remain in secure storage until collected by the student at the end of the day.
- Only the classroom teacher, leadership and administration staff will have access to the secure storage
- Students who are wearing an internet capable smart watch (or similar device) must show their teacher at the start of the school day that it's communication,

recording, messaging, tracking or internet browsing functions are disabled and not used while on school grounds

- Parents are to be advised the best way to pass a message on to their child whilst at school is to contact the office on 5562 5362. Staff can then ensure that the student is reached quickly and assisted in the appropriate manner.
- Students bringing mobile and/or electronic devices to school must complete a permission slip.
- Mobile phones are not permitted on excursions/camps.

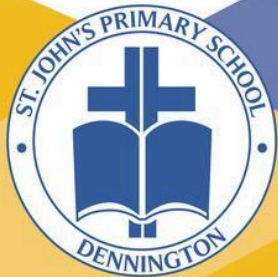
### **Inappropriate Use:**

There is no appropriate use of mobile phones or communication devices by students in the school. In the event that a child is seen

- i) with their phone turned on or
  - ii) using their mobile phone or communication device on the school premises,
- the phone or communication device will be removed from the student and placed in the principal's office. The mobile phone or communication device will not be returned to the student until such time both a parent/guardian and the student report to the principal's office to collect it.

### **Review:**

The Mobile Phones and Electronic Communications Devices Policy has been developed in consultation with the School Advisory Council and will be reviewed as part of the school's review cycle.



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## Mobile Phone and Electronic Communication Devices Policy

I \_\_\_\_\_ parent/guardian of \_\_\_\_\_  
(child) acknowledge that my child will have a mobile phone/electronic  
communication device at school under the conditions outlined in the St. John's  
Primary School Mobile Phone and Electronic Communication Devices Policy.

\_\_\_\_\_  
Signed

Permission is granted under the conditions as expressed above.

\_\_\_\_\_  
Ben van de Camp  
Principal  
St. John's Primary School