

## **POLICY – Mobile Phone & Electronic Devices**

### **Rationale:**

- Mobile phones are important modern day communication tools, essential in providing a safe and effective school environment. However, they can easily be improperly used, lost or damaged and must therefore be effectively managed.

### **Aims:**

- To utilise the benefits of mobile phones whilst managing the problems they can potentially cause.

### **Implementation:**

- Teachers in charge of all excursions and trips involving students must ensure a mobile phone or similar appropriate communications devices accompany each trip with the phone number listed on the Principal or School Council excursion permission proforma.
- Staff will be kept informed of Department of Education information relating to health effects of using mobile phones.
- The school does not except responsibility for lost or damaged student mobile phones.
- Student's mobile phones must not be brought to classes, meetings, assemblies or similar organised activities and should not be seen at non-class times such as recess or lunch breaks. They should be stored in lockers or school bags and turned off.
- Mobile phones and students using them must not cause disruptions to classes or individuals, and must not cause a nuisance to the smooth running of the school.
- The school reserves the right to prohibit students from bringing mobile phones (especially those that can take photos or video) into certain spaces or during certain activities eg: science rooms, exam rooms, technology rooms, physical education classes, change rooms etc.
- Students misusing personal mobile phones at school or causing a nuisance will be brought to the attention of the principal and the device may be confiscated until such time as a parent or other related adult collects the phone from the principal.
- The principal may revoke a student's privilege of bringing or using mobile phones whilst at school.
- Mobile phones owned by students and staff are brought to school at their own risk. The school's insurance cover will not compensate damaged, lost or stolen personal mobile phones.

### **Evaluation:**

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

**Ratified by School Council:** October 2013

**To be Reviewed:** 2016