



Student use of mobile phones and personal devices Policy

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, travelling to and from school using a school bus, 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.

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.

Storage of personal devices

Students' personal devices will be securely stored in the front office. Students need to take devices to the office when they arrive at school, switch them off and hand to admin staff. It is the responsibility of the student to collect their device at the end of the school day.

If the student does not comply

Incidents of noncompliance/misuse of mobile phones and personal digital devices may be in relation to:

- not storing personal devices in the front office
- use of personal devices during the school day
- harassment and bullying
- transmission of explicit images
- photographing, recording, or uploading inappropriate content.

Incidents will be managed in line with the schools Responsible Behaviour Plan (section 8) and Cyber Safe Use Agreement which may include:

- in school consequences such as Time out, internal suspension, suspension etc
- contact with parents/carers
- confiscation of devices

Some instances of misuse of a mobile phone or other personal device may constitute a criminal offence, in which case SAPOL will be contacted.

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.

School staff

Deliver learning opportunities and maintain a safe and productive learning environment.

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 are handed in to the front office.

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.

Parents

Support the implementation of the school's policy, including the consequences for non-compliance with the policy.

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.

Exemption from the policy

There may be exceptional circumstances where students require an exemption from the requirements of the policy. This could include where:

- the device is used to help monitor or manage a health condition such as diabetes.
- the device is a negotiated adjustment to a learning program for a student with disability or learning difficulties.
- the device is used for translation in the classroom by a student with English as an additional language.

Requests for exemptions from parents should be made in writing to the principal and will be considered on a case-by-case basis. Approved exemptions will be documented in the student's health care plan, learning plan or student file.

Supporting information

Relevant policies and procedures:

- Angaston Primary School Responsible Behaviour Plan
- Angaston Primary School Cyber Safe Use Agreement
- Angaston Primary School Antibullying Policy

Refer to school website www.angastonps.sa.edu.au Our School – Policies and Procedures

Ratified by Governing Council: 16th March 2020

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