

Policies

Mobile Phone Policy

Status: Review October 2015
Education Sub-Committee

Rationale:

Smart Phones are modern tools for communication. Whilst Rolling Hills Primary School acknowledges that mobile phones may provide increased security for students travelling to and from school, it is important to promote and support a teaching and learning environment which is free from the distraction or disruption of mobile phones. Such devices are only permitted at Rolling Hills Primary School with prior approval. Students who have approval to have a mobile phone at school will abide by the guidelines in this policy.

Aims:

To ensure that mobile phones and other electronic devices do not distract students and teachers from learning and teaching.

Guidelines:

Students are encouraged not to bring mobile phones to school. The Department does not hold insurance for personal property brought to schools and will not pay for any loss or damage to such property. Therefore students are discouraged from bringing any unnecessary or particularly valuable items to school.

Our school-wide phone system administered through the office allows for prompt relay of information to students or parents as required.

Where direct telephone contact between a student and their parent/guardian is required, the student can use the school's telephone, depending on the circumstances, and with staff approval.

No responsibility whatsoever is accepted by the school for the safety, storage or security of any mobile telephone, or similar electronic device, brought to school.

Students are not permitted to use mobile phones during the day.

This policy will apply to all students equally during school excursions, interschool sport, camps, excursions and extra-curricular activities. Supervising staff carry mobile telephones as a means of communication.

Implementation:

Students:

- Any phone or electronic device that has prior approval to be brought to school must be clearly labelled with student's name and handed in to the class teacher on arrival to school. Mobile phones should be switched off and not kept in bags or tubs.
- Mobile phones detected in the possession of students will be taken and stored for safe keeping. Parents will be required to collect the device.

Staff:

- Smart phones are not to be used for personal purposes by staff during teaching time or while on yard duty.
- Staff are expected to have phones on silent mode during meetings.
- Smart phones may be used to access the Compass Learning Management System.
- Smart phones can be used for school related communications and while on excursions.
- Staff private mobile phone numbers should never be shared with students.
- Staff private mobile phone numbers are only to be shared with parents in exceptional circumstances after approval from the Principal Team.

Community:

- All users (staff, parents and visitors) are asked to switch their phones to silent when in public areas, including meetings, interviews and classrooms. All users are asked to take and make mobile calls outside learning and teaching areas.

Evaluation:

The Mobile Phone Policy may be reviewed annually with a major review undertaken every 3 years by the Education Sub-Committee of School Council or as required.

References:

<http://www.education.vic.gov.au/school/principals/spag/safety/pages/mobilephones.aspx>