

# JERRABOMBERRA PUBLIC SCHOOL POLICY FOR THE USE OF MOBILE PHONES AND OTHER ELECTRONIC DEVICES DURING SCHOOL TIME

(REVISED JULY, 2019 AS PER DOE GUIDELINES)

While it is accepted that mobile phones and other electronic devices are an important part of modern life and communications, it is important that all staff and students accept that their use during class time and on various other occasions at school is inappropriate.

Mobile phones and other electronic devices should not be used **for personal use** during the following times:

- Class teaching time
- Training and Development sessions
- Staff Meetings
- Playground duty

## **FOR TEACHERS**

Teachers are not to speak on mobile phones or use other electronic devices during teaching time and are not to receive mobile phone calls during this time unless there are special circumstances **and the Principal has given permission.**

If you need to receive an urgent call, let SASS staff know and appropriate arrangements can be made.

If a family member of any member of the staff calls the school, SASS staff will take a message or, in emergencies, make arrangements for you to speak to them. Messages will be placed on the message board. It is the responsibility of staff to check for messages. Persons leaving messages for staff will be asked if this is an emergency or an urgent message in which case staff will be advised immediately.

If parents need to contact the school, please give them the school number to call. For all school contacts, parents should be directed to ring the school office number not teacher's personal mobile phones.

## **FOR STUDENTS**

Students are not permitted to have mobile phones on their person or to use mobile phones during school hours.

Several issues arise in regard to this matter.

- Inappropriate use of mobile phones e.g. nuisance calls or texting, bullying.
- Inappropriate use of phones during class time both for calls and use of games or cameras leading to disruption of the learning environment.
- Security of phones and devices. As with other electronic games, etc, their security from theft or breakage can be an issue.

## **OUR RULES**

**At Jerrabomberra**, students may only bring mobile phones to school if there is a need for them to be able to contact their parents either before arriving at school or in the afternoon after leaving school. It is understood that they will be used in a way which reflects the core values being taught in schools, including the values of respect, responsibility, care and fairness.

If there is a need, as above, our practice is that, upon arrival at school, the student must hand the phone in at the school office where it will be turned off and kept securely for the day. A student is not permitted to have a mobile phone in the playground. It is the child's responsibility to collect the phone at the end of the day. The school will not be held responsible for the loss of any phone or device left in a student's bag or damaged in the playground.

Parents with an urgent need to be in contact with their child during the day should contact the school office and appropriate steps will be taken to pass on the message or arrangements will be made for the child to return the call on the school phone.

**At Jerrabomberra**, it is our practice that mobile phones are not to be taken on excursions. The teacher will be contactable and students' phones can complicate the teacher's duty-of-care and the child's ability to focus on the educational outcomes of the experience being offered.

## **INAPPROPRIATE USE OF PHONES AND DEVICES**

Inappropriate use may result in:

- Confiscation of the device and storage in the Office until such time as the parent or caregiver is able to attend the school and collect the device.
- Other disciplinary action as per the Discipline Code if the use of the phone or device is for the purpose of bullying or harassment.

## **INTRODUCTION AND REINFORCEMENT OF THE POLICY**

- Teachers will discuss this policy with classes at the beginning of each year.
- When inappropriate use is detected, it will be dealt with in the terms of this policy and thereby reinforcing it.
- The community will be made aware of the policy via the newsletter annually and with reminders as seen appropriate.
- The policy will be given to new enrolments to the school.

## **GLOSSARY:**

**“other electronic devices”** – as well as mobile phones, this is meant to include pagers, digital cameras, portable CD players, MP3 players, iPods, personal digital assistants, etc.