

GUTHRIDGE PRIMARY SCHOOL

MOBILE PHONES POLICY

RATIONALE

Mobile phones are important modern day communication tools, often essential in providing a safe and effective environment for students. However, they can be improperly used, lost or damaged and can be disruptive to learning and teaching. It is imperative therefore, that they be properly managed.

PURPOSE

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

IMPLEMENTATION

- The school will purchase and maintain enough mobile telephones and service contracts to satisfy its needs.
- Teachers in charge of all excursions and trips involving students must ensure the school's mobile phone (s) or similar appropriate communications devices accompany each trip.
- Staff using mobile phones are required to sign for them in the Borrowing Register.
- Staff returning mobile phones are responsible for ensuring that they are recharged.
- Mobile phones are not to be used for private calls, with the exception that staff are permitted to contact families or loved ones during overnight excursions/camps or if an excursion is returning late. These calls should be kept as brief as possible.
- Staff should not use mobile phones to make or receive calls during teaching time.
- Students are not to use the school's mobile phone (s) without direct permission from the Teacher in Charge.
- Staff will be kept informed of *Department of Education* information relating to health effects of using mobile phones.
- Students are not to bring personal mobile phones to school unless permission from the Principal has been successfully sought from parents who have outlined the health, safety or personal reasons that justify the student being in possession of a mobile phone. In such cases, the phone is to be stored at the general office until the end of the day.
- Inappropriate use of a mobile phone by a student will result in it being confiscated and having to be collected personally by the student's parent/carer.
- The school does not accept responsibility for lost or damaged student mobile phones. They are used at their owners' risk.
- Parents will be reminded periodically through the school newsletter that the *Department of Education* does not hold insurance for personal property brought to school.

EVALUATION

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