



MOUNT ANNAN PUBLIC SCHOOL

Acceptable Usage of Mobile Phones and Devices Procedures

Why

When used appropriately, mobile phones offer students, their parents and staff advantages in terms of ease of communication and a sense of personal safety. While discouraging students from bringing mobile phones to school, Mount Annan Public School accepts that some parents give their children mobile phones to protect them from everyday risks involving personal security and safety. However, mobile phones have the capacity to have a negative impact on the learning environment and when used inappropriately can put the safety and well being of students at risk. The widespread ownership of mobile phones among young people requires that the staff, students and parents at Mount Annan PS to take steps to ensure mobile phones are used in a responsible and safe manner.


Purpose

The purpose of this policy is to ensure that:

1. mobile phone use does not disrupt the teaching and learning environment for any student or teacher;
2. potential risks to student safety and well-being posed by inappropriate use of mobile phones can be identified and addressed;
3. students, staff and parents have a clear understanding of school guidelines and personal responsibilities related to the appropriate use of mobile phones.

Responsibility

1. Mount Annan PS strongly discourages students from bringing mobile phones to school. In the instance that parents feel it is necessary for their child to have a phone in their possession at school, it is the responsibility of the student to abide by the appropriate use guidelines outlined in this document.

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2. The decision to provide a mobile phone to their children should be made by parents or guardians who should be aware that their child is bringing a mobile phone to school.
 3. It is the responsibility of all staff and parents to comply with the appropriate use of mobile phones guidelines as outlined in this document and Department of Education (DoE) policy.
 4. The school accepts no responsibility for lost, stolen or damaged phones. The school also accepts no responsibility for students who lose or have their phones stolen whilst travelling to and from school.

Guidelines for Acceptable Use of Mobile Phones

For Students

1. All students are to be made aware of the unacceptable uses of mobile phones to ensure they have a clear understanding of what is and is not appropriate.
2. Mobile phones should be switched off as soon as students enter the school grounds and kept securely in school bags.
3. Parents are reminded that in cases of emergency or when messages need to be passed onto students, the school office remains the sole point of contact and will ensure any student is contacted and assisted in an appropriate and timely manner.
4. Students are not permitted to bring mobile phones on school excursions and overnight camps under any circumstances.
5. School staff will not be held responsible for the security of phones should this guideline be breached. In instances where students need to contact their parents this will be organised by supervising staff.

For Parents and Community Members

1. At all official school functions, during meetings or when assisting in classrooms mobile phones should be switched off or put on 'silent'.



Unacceptable Use of Mobile Phones for Students

1. Mobile phones should not be used to make calls, send SMS messages, access the internet, take photos or use any other application while students are on school grounds.
2. Using mobile phones in an inappropriate manner is unacceptable and will not be tolerated. Inappropriate uses of mobile phones include but are not limited to:
 - a. using a mobile phone at a time that will disrupt the learning environment or interfere with the operation of the school;
 - b. making calls or sending messages with the intent to bully, harass or threaten another person;
 - c. using mobile phones to take photographs of other people without their consent;
 - d. using obscene, derogatory or socially unacceptable language while using a mobile phone;
 - e. using mobile phones to receive, download and display inappropriate photographs or other material.

Consequences of Inappropriate Use of Mobile Phones

Students who engage in inappropriate use of mobile phones will be subject to disciplinary action in accordance with the school's discipline policy. Some inappropriate uses can constitute criminal behaviour and will be reported to the police.

Sanctions

Students who infringe the guidelines in this document will have their phone confiscated by school staff and/or parents contacted. The phone will then be stored securely until the student's parents are informed and arrangements are made for the parents to collect the mobile phone.

Related Technology

Related technology such as portable computer games, ipods and other similar devices are not to be brought to school under any circumstances (this excludes approved devices under the Bring Your Own Device (BYOD) program for stage 3 students). The school accepts no responsibility for the security of these items and the procedures applying to the inappropriate use of mobile phones will apply equally to these devices.



Implementation of this Policy

- a. Teachers will discuss this policy with students to ensure they have a clear understanding of the guidelines and procedures.
- b. The community will be made aware of this policy through the weekly newsletter, at P&C meetings and the policy will be posted on the school's website.
- c. The policy will be made clear to all students and their parents seeking enrolment at Mount Annan Public School.

Ratification and Review

- a. This policy was developed and **will be** ratified by the Mount Annan PS school staff and community in Term 2 - 2016
- b. It will be reviewed in Term 1- 2017.

References

NSW Department of Education and Training Policies and Procedures
https://www.det.nsw.edu.au/policies/staff/ethical_behav/comm_dev/PD20020024.shtml

Legal Issues Bulletin No. 35

[https://portalsrvs.det.nsw.edu.au/f5-w-](https://portalsrvs.det.nsw.edu.au/f5-w-68747470733a2f2f6465747777772e6465742e6e73772e6564752e6175$/media/downloads/directoratesaz/legalservices/ls/legalissuesbul/bulletin35.pdf)

[68747470733a2f2f6465747777772e6465742e6e73772e6564752e6175\\$/media/downloads/directoratesaz/legalservices/ls/legalissuesbul/bulletin35.pdf](https://portalsrvs.det.nsw.edu.au/f5-w-68747470733a2f2f6465747777772e6465742e6e73772e6564752e6175$/media/downloads/directoratesaz/legalservices/ls/legalissuesbul/bulletin35.pdf)