



Alkimos Primary School

Mobile Phone and Smart Device Policy

BACKGROUND

Alkimos Primary School recognises that mobile phones are part of daily life for many students, whether this is to ensure student arrive safely to school in the morning, communicate with friends outside of school or it's use as a medical device. Whilst mobile phones provide a number of benefits, Alkimos Primary School has developed this policy to help reduce the number of impacts that mobile phones have upon the learning program and ensure safety whilst at school.

RATIONALE

In line with the Department of Education's 'Student Mobile Phones in Public Schools Policy', students are not permitted to have mobile phones or other smart devices (including watches) in their possession during the school day. This is effective from the moment students enter the school gates in the morning, until they leave at the end of the day. At Alkimos Primary School, we recognise that some students may have a valid need to bring phones to school, such as ensuring safety when travelling to and from school, or for medical reasons.

GUIDELINES

In order to manage the use and possession of mobile phones and other smart devices at Alkimos Primary School we:

- Collect and store phones in the library,
- Provide supervision from 8:10am – 9:00am and 2:30pm – 3:00pm for students to sign phones in and out,
- Provide a cyber-awareness program for upper primary students,
- Communicate issues with families,
- Respond to issues involving mobile phones in line with our Behaviour Management Policy.
- Remind students to place smart watches into 'airplane' or other similar modes.

By bringing a phone or smart device to school, you and your child both acknowledge and agree to the below acceptable use agreement (Appendix 1). We ask that you discuss this agreement with your child. The bringing of a device to school implies consent to abide by

this policy and process. Should you have any questions, please direct these to the School Leadership Team.

Breaches to this agreement will be managed in line with Alkimos Primary School's 'Behaviour Management Policy'. This may include, but is not limited to:

- Device being removed from student
- Parent notified of breach,
- Loss of recess / lunch,
- Parent required to collect phone from school,
- Loss of ability to bring phone to school,
- Loss of ability to participate in school events,
- Repeated or serious breaches may result in further consequences such as loss of 'Good Standing'* and will be communicated to parents.

Please note, whilst Alkimos Primary School collects and stores mobile phones, we accept no responsibility for damage or loss to property; all risk remains the responsibility of the device's owner.

**For more information on 'Good Standing', please see our Behaviour management policy.*

PROCESS

In requesting an exemption from this policy an agreement must be made with the Principal or their delegate and an agreement reached on how the device may be used.

Exemptions may be given on the following grounds:

- Device required for medical purposes
- Assistive technology to improve access to school.
- Safety concerns

Where an exemption is granted, this will be communicated to the family in writing. Students granted an exemption must not use devices for communication purposes during the day without explicit permission, and use of these devices for such purposes may result in sanctions in line with the behaviour management policy.

When I bring a mobile phone to school, I have responsibilities and rules to follow. I agree to:

- Sign my phone in and out of the Library during school hours
- Place my watch in 'aeroplane' mode, or, sign it into the Library
- Not use my phone / watch once I enter the school gates, and until I leave the school gates at the end of the day.
- keep myself and my friends safe by not giving out personal details including full names, telephone numbers, addresses and images and protecting my passwords
- be respectful in how I talk to and work with others online and never write or participate in online bullying
- remember that pictures should not be posted online without permission from everyone involved
- talk to my teacher or another adult if:
 - someone writes something I don't like, or makes me and my friends feel uncomfortable or asks me to provide information that I know is private.
 - I feel that the welfare of other students at the school is being threatened by online activities (eg. Social Media)

I understand that by bringing a mobile phone or a smart device (such as a watch) to school, I agree to follow these rules. If I do not follow this agreement, I understand that there may be consequences such as loss of good standing and/or not being allowed to bring a mobile to school in the future.