



## **Wattle Park Primary School**

### ***MOBILE PHONE POLICY***

#### **PURPOSE**

Mobile phones are important modern day communication tools, essential in providing a safe and effective school environment. However, they can easily be improperly used, lost or damaged and must therefore be effectively managed.

The use of mobile phones and similar electronic devices in class is disruptive to the learning environment of students.

No student should use their mobile phone during the school time.

#### **IMPLEMENTATION GUIDELINES**

##### School Mobile Phones

- 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 phones or similar appropriate communications devices accompany each trip.
- School mobile phones are not to be used for private calls, unless there is an emergency.
- Staff will be kept informed of Department of Education and Early Childhood Development information relating to the health effects of using mobile phones.
- School mobile phones are located in the Finance Office and must be returned promptly after use.

##### Staff / Student Mobile Phones

- Permission is to be sought from the school's principal if a student requires a mobile phone at school.
- Mobile phones should not be used in any manner or place that is disruptive to the normal routine of a school.
- Permission for students to make a phone call to their parents will be given by a staff member using a school phone if the need arises. No student is to use their mobile phone in school time.
- If Parents feel a mobile phone is needed for safety reasons, to and from school, students should have their mobile phones switched off and out of sight during school time.

- Staff phones will be on silent mode when the staff member is teaching, during meetings and assemblies.
- Phone cameras are not to be used anywhere a normal camera would be considered inappropriate, such as in change rooms or toilets.
- The school does not take responsibility for loss or damage of mobile phones.

## Parents

- Parents working as classroom helpers must have their mobile phone turned off (or on silent) during class time.
- Parents should have mobile phones turned off (or on silent) during assembly and Family Teacher Meetings.
- Phone cameras are not to be used anywhere a normal camera would be considered inappropriate, such as in change rooms or toilets.
- In class, meetings, assemblies etc mobile phones should be on silent.

## EVALUATION

The principal, staff and school community will undertake evaluation of the policy and program.

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