



Central Yorke School

STUDENT USE OF MOBILE PHONES AND PERSONAL DEVICES POLICY

Purpose

This policy provides direction to students, staff and families about managing mobile phones and other digital devices that students choose to bring to school. Digital devices include, but are not limited to, smartwatches, tablets or laptops that are not part of a separate Bring Your Own Device arrangement. This policy applies while students are at school, or attending an authorised school activity such as an excursion, during school hours.

The core business of our school is to promote and support teaching and learning in an environment free from unnecessary distraction or disruption. Our priority is to establish and maintain an environment where students are safe and engaged in their learning in line with our values of Respect, Resilience and Relationships.

The staff and Governing Council of Central Yorke School acknowledge the importance parents place on the safety of their children. The ability for children to be able to contact parents in cases of emergency or danger is essential. Access to mobile phones by children has become a useful tool for families to keep in touch with each other in such circumstances. We also acknowledge the inherent risks associated with mobile phones and the impact of social media and cyberbullying on safety and wellbeing.

The staff and Governing Council of Central Yorke School deem the use of mobile phones by students between the school hours of 8:30am and 3:00pm unnecessary as both parents and students have access to each other through the normal communication channels at school. Parents can email dl.0761.info@schools.sa.edu.au, use the Skoolbag App or ring 88 322 613 and get messages to children to alter plans or to ensure their safety in times of family emergencies. Children are able to use the school phone to contact parents, if required and when directed by a member of staff.

Mobile phone use for primary school students

The department's position is that primary aged students cannot use their mobile phones and personal devices at school during school hours. The department and the school recognise that there are legitimate reasons for students to bring a mobile phone or personal device to school. This may include:

- to ensure their safety while travelling
- so that parents can contact them outside of school hours.

During the school day students are not permitted to access or use their mobile phones or other personal devices. Students must switch off or mute their devices before storing them at the beginning of the school day. They will not be able to access their device until the end of the school day.

Storage of personal devices

Central Yorke School accepts no responsibility for the theft, breakage or loss of a mobile phone or personal device if a student brings one onto the site. The school also accepts no responsibility for students who lose or have their mobile phones or personal devices stolen while travelling to and from school.

If the student does not comply

Should a student use a mobile phone or personal device during school hours:

First occurrence will result in a warning, which will be recorded on Sentral

Second occurrence: The student will surrender his/her phone/personal device. It will be locked at the front office and may be collected by the student at 3pm or the end of the school day for that student.

Third occurrence: The student will surrender his/ her phone. It will be held at the front office and must be collected from a member of the leadership team by a parent or caregiver after 3pm.

Should any further instances occur this may result in further consequences at the discretion of the Principal.

Roles and responsibilities

Principal

Make sure:

- this policy is clearly communicated and accessible to all students, staff, and families
- there is a process for regular review of the policy
- secure storage is provided for student personal devices that are handed in to school staff.
- processes are in place for monitoring internet and school network use by all members of the school community.

Enforce the policy and responses to instances of non-compliance.

Report and respond to incidents of inappropriate use of personal devices in line with department policy and procedures and any legislative requirements.

Consider requests for exemptions from the policy from parents on a case-by-case basis. Make sure that approved exemptions are documented and that relevant staff are informed about students' exemptions.

Model appropriate use of mobile phones and support families to understand the importance of promoting safe, responsible and respectful use of mobile phones to their children.

School staff

Deliver learning opportunities and maintain a safe and productive learning environment. Take steps to minimise distractions from the non-educational use of personal devices in the learning environment at times when a device is being used by a student in line with an approved exemption or in circumstances where students' devices are stored in the classroom.

Respond to instances of non-compliance in line with the school's policy.

Report and respond to incidents of inappropriate use of personal devices in line with department policy and procedures and any legislative requirements.

Make sure that any student personal devices handed in for their care are stored in a secure location and are returned to the student (or their parent).

Model appropriate use of mobile phones and support families to understand the importance of promoting safe, responsible and respectful use of mobile phones to their children.

Teachers carry phones when on excursions and camps, which are used to keep in contact with the site and in cases of emergency. In a camp situation contact details will be made available to parents prior to departure.

Students

Comply with the requirements of the school's policy and follow all reasonable directions from the Principal and school staff.

If permitted to use a mobile phone or personal device in line with an exemption under this policy, do so in a safe, responsible and respectful way and support peers to do the same.

Communicate respectfully with others and do not use a mobile phone or other personal device to bully, harass or threaten another person.

Respect others' rights to privacy and do not take photos, film or audio records of other people without their knowledge or permission.

Students will not use mobile phones during the school day, be it in classes or at breaks.

Parents

Support the implementation of the school's policy, including the consequences for non-compliance with the policy.

Use the school's formal communication channels in all instances to communicate with the school (including where a student requires early collection from school). Encourage their child to always report to a school staff member in the first instance if they become unwell or experience an issue at school.

Recognise the important role they play in supporting their child to use their mobile phone (or other personal device) in a safe, responsible and respectful way.

Communication and review

- The co-construction and consultation for this policy was undertaken with
 - Central Yorke Governing Council
 - Central Yorke Student Representative Council and Student Voice
 - Central Yorke Staff.
- This policy can be accessed from our school website or a copy obtained from the school.
- This policy was ratified in 2021 with a review to be undertaken in 2022