

PINEWOOD PRIMARY SCHOOL MOBILE PHONE POLICY

Rationale

- 1.1 The increased ownership of mobile phones requires that school administrators, teachers, students and parents take steps to ensure that mobile phones are used responsibly.
- 1.2 In order for students to carry a mobile phone during school hours, students and their parents or guardians must first read, understand and sign the Acceptable Use Policy.
- 1.3 Parents or guardians must attach a letter to the signed policy explaining the reasons their child needs to carry a mobile phone during school hours. The Principal reserves the right to reject the application.

Responsibility

- 2.1 It is the responsibility of students who bring mobile phones onto the school premises to adhere to the guidelines outlined in this document.
- 2.2 The decision to provide a mobile phone to their children should be made by parents or guardians.
- 2.3 Parents should be aware if their child takes a mobile phone onto the school premises.
- 2.4 The Principal reserves the right to withdraw permission from a student to have a mobile phone at school.

Acceptable Uses

- 3.1 Mobile phones should be switched off during the hours of 8:45am – 3:30pm.
- 3.2 Students who bring a mobile phone onto school premises should have it turned off and stored in their bag as soon as they arrive.
- 3.3 Parents are reminded that in cases of emergency the school office remains the appropriate point of contact and can ensure your child is reached quickly and assisted in any appropriate way.

Unacceptable uses

- 4.1 Mobile phones are not to be used or taken by students during school excursions, camps and extra-curricular activities.
- 4.2 Mobile phones should not be used to make calls, send SMS, surf the internet or any other application during the hours of 8:45am – 3:30pm.
- 4.3 Mobile phones are not to be used to take photos on school premises.
- 4.4 Mobile phones should not disrupt classroom lessons by ringing or beeping. Should these acceptable and unacceptable uses not be adhered to, the responsible student will face disciplinary actions as sanctioned by the Principal.

Theft or damage

- 5.1 Students are required to mark their mobile phone clearly with their name.
- 5.2 In order to reduce the risk of theft during school hours, students who carry mobile phones are advised to keep them well concealed and not 'advertise' them.
- 5.3 Mobile phones which are found in the school and whose owner cannot be located should be handed to the office.
- 5.4 The school accepts no responsibility for replacing lost, stolen or damaged mobile phones.

Inappropriate conduct

- 6.1 Any student, who uses vulgar, derogatory, or obscene language while using a mobile phone, downloads or sends inappropriate images during school hours will face disciplinary actions as sanctioned by the Principal.
- 6.2 Students with mobile phones may not engage in personal attacks, harass another person, or post private information about another person using SMS, taking/sending photos or objectionable images, and phone calls. Students using mobile phones to bully other students will face disciplinary actions as sanctioned by the Principal.

* It should be noted that it is a criminal offence to use a mobile phone to menace, harass or offend another person. As such, if action as sanctioned by the Principal is deemed ineffective, as with all such incidents, the school may consider it appropriate to involve the police.

Evaluation

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

Parent/Guardian Permission

I have read and understand the *Acceptable Use Policy for Mobile Phones at Pinewood Primary School*. I understand that this permission form will be kept on file at the school and that the details may be used (and shared with a third party, if necessary) to assist/identify a phone should the need arise (eg if lost, or if the phone is being used inappropriately).

I give my child permission to carry a mobile phone to school and understand that my child will be responsible for ensuring that the mobile phone is used appropriately and correctly while under the school's supervision, as outlined in this document.

My child and I understand that inappropriate use of the mobile phone will result in permission to have a mobile phone at school being revoked by the school Principal.

Parent name (print) _____

Parent signature _____

Date _____

Student name (print) _____

Mobile Phone Number _____

Mobile Make/Model _____

IMEI 15 digit Number _____
(enter *#06# on your keypad)

Student signature _____

Date _____

Please Note:

Parents or guardians must attach a letter to the signed policy explaining the reasons their child needs to carry a mobile phone during school hours.

The Principal reserves the right to reject the application.