NORTH INGLE SCHOOL AND PRESCHOOL

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Government
of South Australia
Department for Education

Primary 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 with a camera or recording device, 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, camp or ceremony during school hours.

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

Students' personal devices will be stored in the Front Office Secure Room or in a lockable secure cabinet within the classroom. Student personal devices will be handed in on arrival and collected at the end of the school day.

If the student does not comply

Outline:

- If the student does not comply with the policy, the parents will be notified, and the personal device will be confiscated by leadership and stored securely in the Front Office Secure Room.

- The personal device will be returned to the student at the end of the school day.

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.

SCHOOL VALUES

RESPECT   INTEGRITY   COMMITMENT   CARING   HONESTY

- 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.

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