



School Policy:	Use of mobile phones and personal electronic devices at Hawker Primary School
Development:	2018
Renewal Date:	2022
Related Policies and Procedures:	https://www.education.act.gov.au/publications_and_policies/School-and-Corporate-Policies/Computers_Devices-and-Internet/internet-and-online-cumunication-services/use-of-personal-electronic-devices-policy

Policy

Hawker Primary School provides communication access for staff, students and parents in the case of an emergency. Parents are encouraged to contact the school if they need to communicate with their child during school hours. Hawker Primary strongly discourages students from bringing mobile phones, and other personal electronic devices to school.

Background

Hawker Primary School acknowledges that children and young people have increasing access to mobile phones and personal electronic devices. As yet, the school has not experienced any problems with the use of mobile phones or personal electronic devices during school hours. This policy has been developed as a proactive measure.

Rationale

The use of personal electronic devices during school times is disruptive to the learning environment of all students and staff and is strongly discouraged when they are not being used as part of a teacher planned lesson. Students wishing to use these devices in special circumstances should negotiate arrangements on an individual basis with executive staff and the classroom teacher.

Procedures

- All staff, students, parents and carers are informed of the school's mobile phone and personal electronic devices policy on enrolment and asked for their support.
- Students in possession of a mobile phone or personal electronic device are required to hand them in to the front office for safe keeping upon arrival at school and collect them at the conclusion of the school day. Alternatively, students may hand their phone or personal electronic device to a teacher in their corresponding teacher office where it will be safely stored for the duration of the day.

Student use of mobile phones and personal electronic devices

- There are times when it is genuinely appropriate and beneficial for students to have access to a mobile phone or personal electronic device. Students may, for example, need to contact parents in emergencies or to confirm or change a collection time after school. However, except in times of genuine emergency, mobile phone use should be restricted.
- Students should only use their mobile phones and/or personal electronic devices with teacher permission.
- It is important that students display courtesy, consideration and respect for others whenever they are using a mobile phone or digital device. Personal photos/videos should not be taken during school hours (8:45am – 3:00pm)
- Mobile phones and personal electronic devices should not be used in any manner or place that is disruptive to the normal routine of a school.
- Mobile phones and personal electronic devices are used at their owners' risk. No liability will be accepted by the school in the event of the loss, theft or damage of any device.

- Where a student uses a mobile phone or personal electronic device inappropriately the device will be confiscated, and parents will be asked to collect the device.
- Where there is consistent noncompliance with the policy, parents / carers will be asked to discuss the issue with the principal.

Staff use of mobile phones

- Staff mobiles should be switched to silent during school hours and checked only before or after school, during recess and lunch breaks.
- Mobile phones and personal electronic devices should not be used in any manner or place that is disruptive to the normal routine of a school.
- Mobile phones and personal electronic devices are used at their owners' risk. No liability will be accepted by the school in the event of the loss, theft or damage of any device.

Status: Endorsed by School Board 11th September 2019