



# Kurri Kurri Public School

## Mobile Phone Policy

### Rationale

Mobile phones are more powerful and their capabilities extend far beyond that of making phone calls. The number of students bringing phones to school is increasing and the age of the children using them is lowering.

Whilst we do not encourage the use of mobile phones by students, it is the policy at Kurri Kurri Public School that mobile phones can be brought to school only with the expressed written permission of the parent and with the full understanding and application of this policy.

Generally, a mobile phone will be used inappropriately if it –

- disrupts or is likely to disrupt the learning environment or interfere with the operation of the school or institute, or
- threatens or is likely to threaten the safety or well being of any person, or
- is in breach of any law.

Inappropriate use of mobile phones includes students using them to bully, intimidate or otherwise harass other people through any SMS or text message, photographic, video or other data transfer system available on the phone.

### Purpose

This policy aims to minimise risk of misuse or disruption to learning by students by:

- monitoring the use of phones during school times
- providing guidelines for their use and management both within and outside of school hours.
- educating children about appropriate and inappropriate mobile phone use including cyber bullying.
- providing protection for the students and teachers in the event of a lost or stolen phone.
- maintaining a register of permission and use in the school.

### Implementation

#### Students

- Mobile phones are not permitted to be taken from the school bag during school hours.
- Mobile phones are to be turned off whilst they are at school. No calls are permitted to be made during school hours.
- Students are not permitted to use any photographic function whilst at school including to and from school.
- If for emergency reasons students need to bring a mobile phone to school, parents need to register the phone with the Principal.
- Emergency calls for students should be directed through the school office.
- Mobile phone register forms should be completed and retained at the school. These should be updated as a new or different phone is used.
- Mobile phones are to remain the sole responsibility of the student owner and should be secured at all times.
- Mobile phones are not permitted on excursions unless instructed by the excursion organiser. These phones do not need to be registered.

#### Procedures

- The school will retain information as to the make, model and serial, number of each student phone. The attached student phone register sheet will be used for this and retained as parental permission.

- The mobile phone register form should be completed by each parent giving express permission and updated as required.
- A signature agreeing to the terms of the policy will be made by both student and parent.
- Students and parents are reminded that students bringing mobile phones to the school do so at their own risk – the school will not accept any responsibility for loss or damage to mobile phones.
- Breaches of this policy will result in not being permitted to have a mobile phone at school.

### Communication of Policy

- Children addressed as to the inappropriate use of mobile phones (including other technical devices) BOTH within and outside of school hours and be made aware of their potential to be used to bully others (cyber bullying).
- Communication to both students and parents of this policy will be through the school newsletter, assembly, teachers and P&C,
- ALL communication, including emergency information during school hours, needs to be directed through the School Office.
- This policy will be accessible through the school's web site.

### Staff

Mobile phones are to be switched off / silent profile during meetings, playground duty and class sessions. In the case of an urgent call please advise School Administration Officer of your urgent circumstances.

The school mobile phone will be available for staff to use during excursions. If preferred staff could you school SIM card in their own phone for school excursions. Please see school office for details.

NB. Parents or students should contact you through the school office – do not give out your *personal* mobile phone numbers.

### Parents

Parents will be asked to turn phones off when volunteering in classrooms and attending assemblies and meetings so that there is no disruption to the school's programs.

### Evaluation

Register and use of mobile phones will be monitored.

Discipline records in relation to mobile phone misuse will be monitored.

### Resources

- Legal Issues Bulletin Number 35: THE USE OF MOBILE PHONES, PORTABLE COMPUTER GAMES, RECORDING DEVICES AND CAMERAS IN SCHOOLS AND TAFE NSW INSTITUTES.
- School Anti-bullying Policy