

# Ingle Farm East Primary School



## Mobile Phones & Electronic Devices Policy



Endorsed by Governing Council March 2018

Review date March 2021

## Rationale

The core business of our school is to promote and support teaching and learning in a safe environment, free from unnecessary disruptions. Therefore, the policy ensures that:

- Students are not distracted from learning by the use, misuse and care of electronic devices.
- Students are not put at risk by other students using electronic devices, which may have internet access or the capability to take photographs and access social media.
- **Students who require devices for learning and communication support are able to utilise the device when required as written in their One Plan.**
- Emergency communications for students and parents are not impeded through the School's policy.

## Vision

To empower our students to reach their potential.

## Mission

Ingle Farm East Primary School will provide a safe and dynamic 21C learning environment.

## Action

### STUDENTS

1. Students are discouraged from bringing electronic devices to school. If they do they must be turned off and kept in the front office. No device is to be used at any time during the school day except if pre arranged with the Principal.
2. Families are reminded that in case of emergency the school office remains the appropriate point of contact on 8264 5166 and can ensure your child is reached quickly and assisted in any appropriate way.
3. In emergencies or for other important reasons, students can seek permission from their teacher to contact their families or carers using the school landline in the office.
4. Electronic devices brought to school are entirely at the student's risk. The school will not be involved in disputes and/or investigations over damage, loss or theft of electronic devices brought to school.
6. Students who breach the policy, will be subject to the consequences outlined in our Behaviour Development Policy.
7. **Students who require a device for communication and learning will need a written plan from their specialist stating the need for such device. This plan will need to be incorporated in the student's One Plan with guidance from specialist report, teacher and parent/guardian.**

## STAFF AND VISITORS

1. Staff and visitor's electronic devices are not to be used during teaching times, except in an emergency or if pre arranged with the Principal.
2. All staff and visitor's electronic devices will be turned off or put on 'silent' during any meetings or assemblies.
3. Only certified charging devices which have been electrically tested are allowed.
4. All staff and visitor's personal electronic devices are brought to school at the owner's risk. Neither the school nor DECD can accept responsibility for any loss or damage, nor for investigating such.
5. Staff have access to a school mobile phone when required for excursions or camps.



It is a criminal offence to use mobile phones or related electronic devices to offend, harass or bully another person. The school may consider it appropriate to involve the Police and provide collected devices for evidence.

***This policy is closely aligned to the Cyber –Safety Policy***

## Electronic Devices include such things as:

- Computers (such as desktops, laptops, PDA's, iPads and Augmentative and Alternative Communication Devices),
- Storage devices (such as USB and flash memory devices, CDs, DVDs, iPods, MP3 players),
- Cameras (such as video and digital cameras and webcams),
- Mobile phones,
- Gaming consoles, video and audio players/receivers (such as portable CD and DVD players), and
- Any other or similar technologies.



The school recognises the right of any student to have in their possession a mobile phone for legitimate communications purposes while going to and from school.