

4.30 MOBILE PHONE

Responsible Use Policy

FOR ST JOHN'S LUTHERAN PRIMARY SCHOOL

St John's Lutheran Primary School recognises that there are times when it is genuinely appropriate and useful for students to have access to a mobile phone – for example, to contact parents in emergencies, to confirm or change a collection time after sports practice or drama/music rehearsals.

However, as St John's has more than enough phones circulated around the school and all staff (and students) are easily contactable, we discourage the use of students bringing, or using, mobile phones at school and believe that it is not necessary, nor acceptable, for mobile phones to be switched on or used during the school day.

1 PURPOSE

- 1.1 The increased ownership of mobile phones requires that school administrators, staff, parents and students take steps to ensure that mobile phones are used responsibly.
- 1.2 This 'Responsible Use Policy' is designed to ensure that potential issues can be clearly addressed, ensuring the benefits that mobile phones provide (such as increased safety and convenience) can continue to be enjoyed by our students.
- 1.3 St John's Lutheran Primary School has established the following 'Responsible Use Policy' for mobile phones that provide staff, students and parents' guidelines and instructions for the appropriate use of mobile phones during school hours.
- 1.4 The 'Responsible Use Policy' for mobile phones also applies to students during school excursions, camps and extra curricular activities.

2 Rationale

2.1 Personal Safety and Security

St John's Lutheran Primary School accepts that parents give their children mobile phones to protect them from everyday risks involving personal security and safety. It is acknowledged that providing a young person with a mobile phone gives parents reassurance that they can speak with their children quickly at any time.

3. Responsibility

- 3.1 It is the responsibility of students who bring a mobile phone onto school premises to adhere to the guidelines outlined in this document.
- 3.2 It is the responsibility of all St John's Lutheran Primary School staff to ensure wherever possible that student breaches of the guidelines are brought to the attention of the Deputy/Principal.
- 3.3 Parents should be aware if their child takes a mobile phone to school.
- 3.4 Permission to have a mobile phone at school while under the school's supervision is contingent on Principal and parent/guardian permission in the form of a signed copy of this policy.

4. Acceptable Uses

- 4.1 Students wishing to bring a mobile phone to school must seek written permission from the Deputy /Principal to do so
- 4.2 Students are not permitted to use mobile phones during excursions or other off-campus supervised activities unless permission is sought from the child's teacher and/or the Principal. Arrangements will be in place for communication with staff members in the case of an emergency.
- 4.3 As a general rule mobile phone use by students should only occur in cases of emergency or genuine need and with the teacher's permission.
- 4.4 Mobile phones must be turned off during class time and kept in the Child's school bag.
- 4.5 Courtesy, consideration of and respect for others, are paramount at all times.
- 4.6 The School reserves the right to prohibit students from bringing mobile phones into certain spaces or during certain times.

5. Unacceptable Uses

- 5.1 Mobile phones must not be used to make calls, send SMS messages, surf the Internet, and take photos or any other application during school lessons.
- 5.2 Mobile phones must not disrupt classroom lessons.
- 5.3 At no time should a mobile phone be used to harass another person.
- 5.4 Using mobile phones to bully and/or threaten other students is unacceptable and will not be tolerated. In some cases it can constitute criminal behaviour.

6. Theft or damage

- 6.1 St John's Lutheran Primary School accepts no responsibility for replacing lost, stolen or damaged mobile phones either at school or while students are travelling to and from school.
- 6.2 Mobile phones which are found in the school and whose owner cannot be located should be handed into the front office.

7. Inappropriate Conduct

- 7.1 Any student who uses derogatory, or obscene language while using a mobile phone will face disciplinary actions as sanctioned by the Deputy/Principal.
- 7.2 Students with mobile phones may not engage in personal attacks, harass another person, or post private information about another person. Students using mobile phones to bully other students will face disciplinary actions as sanctioned by the Deputy/Principal.

8. Camera Phones

- 8.1 Students are not permitted to take photos either with cameras or phones equipped with cameras without express permission from a member of staff and the intended subject of the photo.

8.2 Mobile phones should not be taken into or used in Toilets or change rooms or any other situation that may cause embarrassment or discomfort to their fellow students, staff or visitors to the school.

9. Consequences

9.1 Any breach of the above policy will lead to the following:

- 1st Incident: Immediate confiscation of mobile phone for the remainder of the school day.
- 2nd Incident: Immediate confiscation of mobile phone for the remainder of the school day and revocation of permission to have/use Mobile phone; Detention/ Time out room and a letter to be sent home to parents.
- 3rd Incident: Suspension

10. Evaluation

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

This policy was last ratified by School Council in....

26 / 11/ 2007

If parents would like their child to have a mobile phone at school, please fill out the form on the back of this page and return it to the office.

Thank you.

St John's Lutheran Primary School
**RESPONSIBLE USE OF PORTABLE TECHNOLOGY/
MOBILE PHONES**



Name of student: Year Level:

Student Agreement

I agree to use my mobile phone at our school in a responsible manner for purposes stated by my parent/guardian (as outlined below).

When bringing a mobile phone to school I will:

- Keep my phone in my bag, TURNED OFF, and only use it for the purposes as outlined below by my parent/ guardian.
- I will not use my mobile phone during excursions or other off-campus supervised activities unless permission is sought from my teacher and/or the Principal.
- I will not use my mobile phones to make calls, send SMS messages, surf the Internet, and/or take photos or any other application **during school lessons and/or on excursions/camps** unless permission has been sought from my teacher/Principal.
- I will not use my mobile phone to disrupt classroom lessons.
- I will not use my phone to download or swap photos, music or data of any inappropriate nature.
- At no time will I use my mobile phone to harass, bully or threaten another person.
- I will not use my mobile phone to take a picture of another person without their permission AND the permission of my teacher/Principal

I understand that breaches of the rules will see me lose my phone privilege rights for a period of time determined by my teacher and/or the Principal

Student Name: _____ Student Signature: _____

Date: _____

Parent/Guardian Agreement:

I request permission for my child to bring a mobile phone to school for the following purposes:

I understand that the school takes no responsibility for lost or broken phones and that my child is taking their phone to school at their own risk.

I understand that if my child misuses or breaks this agreement, that the consequences as listed in this policy will be carried out.

I understand and agree to fully support St John's Lutheran Primary School in upholding and administering this policy.

Parent/Guardian Signature: _____

Parent/Guardian Name: _____

Date: _____