

# KAREELA PUBLIC SCHOOL

## MOBILE PHONE POLICY

### **Rationale**

As a communication device, mobile phones, when used appropriately, offer students and their parents many advantages in terms of ease of communication and a sense of personal safety. However, mobile phones have the capacity to have a negative impact on the learning environment and the safety and well being of students.

This policy aims to establish guidelines for the use of mobile phones within the school environment and aims to set out the responsibility of staff, parents and students.

### **What Is Inappropriate Use?**

The use of mobile phones in schools should not automatically be of concern. It is only if a mobile phone is used inappropriately that action will be necessary.

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
- 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 will include 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. This type of misuse will be dealt with under the Student Welfare Policy.

### **Guidelines For Use**

#### ***For students***

Once at school, mobile phones should be turned off and kept in either school bags or pockets until 3.15pm. Phones that ring or beep during the school day disrupt the learning environment. In exceptional circumstances, permission may be given to specific students for extraordinary mobile phone use.

If students use mobile phones in rooms or the playground, a warning will be given. Repeated offences will result in the mobile phone being sent to the school office to be collected after school. The phone will be turned off and kept in a secure storeroom.

Students must not lend a phone to another student for use as a phone, for text messaging or for use as a camera or video recording device. The student who owns the phone will be held responsible for its use.

For all day excursions, the school policy will apply. For all overnight excursions, specific instructions about the use of mobile phones will be included with overnight excursion documentation.

For serious breaches of the policy, parents will be notified.

### ***For staff***

During teaching time, while on playground duty and during meetings, mobile phones will be switched off or put on 'silent' or 'discreet' mode.

Except in urgent or exceptional situations, mobile phone use is not permitted during teaching time, while on playground duty and during meetings between 8.00am and 4.00pm.

### ***For parents***

At all official functions and during meetings, parents will be asked to switch off mobile phones or put on 'silent' or 'discreet' mode.

## **Responsibility for Mobile Phones**

Students bring mobile phones to school at their own risk – the school and school staff members will not accept any responsibility for any loss or damage to mobile phones or for investigating loss or damage.

## **Related Technology**

The procedures applying to the inappropriate use and security of mobile phones, apply equally to the inappropriate use of portable computer games, walkmans, ipods and similar devices.

## **Introduction and Reinforcement of Mobile Phone Policy**

- Teachers will discuss this policy with classes upon ratification.
- When inappropriate use is detected it will be dealt with in terms of the policy, thereby reinforcing the policy.
- The community will be made aware of the policy in the weekly newsletter and this policy will be posted on the school's website.
- The policy will be published in the handbook given to all new enrolments.

## **Future Directions**

If there is an increase in the inappropriate use of mobile phones within the school a register of student mobile phone numbers will be established to assist in dealing with student welfare related incidents that involve bullying, intimidation and/or harassment.

## **References**

Support materials at:

[https://www.det.nsw.edu.au/policies/staff/ethical\\_behav/comm\\_dev/PD20020024.shtml](https://www.det.nsw.edu.au/policies/staff/ethical_behav/comm_dev/PD20020024.shtml)

## **This policy was developed in Term 1 2008**

Student Welfare Committee 2008

Classroom teachers - Wayne Smith, Joan Smollett, Frankie Tatar

School Executive - Sonya Bruyn, Julie Cush, Jo Graham, Margaret Turner

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

**Term 2 2008.**

Policy to be reviewed as part of the school's three-year cycle.