



East Adelaide School



Government
of South Australia
Department for Education

MOBILE PHONES AND PERSONAL DEVICES USE IN SCHOOLS POLICY

Purpose

This policy provides direction to students, staff, and families about managing mobile phones and other digital devices that students choose to bring to school. **Personal devices include, but are not limited to:**

smartwatches, tablets, phones, or laptops that are not part of a separate Bring Your Own Device arrangement.

This policy applies while students are at school, attending an authorised school activity such as an excursion, and during school hours.

Mobile phone use for primary school students

The Department for Education's position is that primary aged students cannot use their mobile phones and other personal devices at school during school hours.

During the school day students are not permitted to access or use their mobile phones or other devices. Students must switch off their personal devices before handing them to the teacher for storage at the beginning of the school day.

They will not be able to access their device until the end of the school day to ensure the safety of students whilst traveling home on their own or to enable parents/caregivers to contact their children outside of school hours.

Exemptions

East Adelaide School recognises that there may be reasons relating to:

- Monitoring and tracking of a health condition.
- The device is a wearable technology such as a smartwatch, which is not internet enabled during school hours and is to be kept on silent during the school day to minimise distractions.

In these circumstances, the parents/caregivers of the student are to provide relevant information to the principal who may approve the use of a mobile device for this purpose.

Whilst on school grounds students will:

- Turn their mobile phone or other personal device off ***once they enter the school grounds.***
- Not have access to a mobile phone or other personal device during school hours.
- Phones are to be given to the class teacher to be placed in a secured cupboard.
- Ensure that smartwatches are not internet enabled during school hours.

Phones are not to be kept in school bags.

Students are not to take personal mobile phones or other personal devices on camps or excursions.

Student phones are NOT to be taken into the yard at any break time.

The school accepts no responsibility for replacing lost, stolen, or damaged mobile phones or other personal devices if students do not hand in their phone to the class teacher.

If the student does not comply

It is expected that all students will comply with the requirements of the school's policy and follow all reasonable directions from the principal and school staff.

Misuse of mobile phones or other electronic devices at school will incur the student an appropriate consequence. The consequences will be dependent on the context in which the breach occurs, ranging from counselling to confiscation. Breaches involving cyber bullying or harassment will be dealt with as per our Behaviour Education Policy and Procedure. Repeated breaches of this policy will result in confiscation of the digital device.

Roles and Responsibilities

Principal

- This policy is clearly communicated and accessible to all students, staff, and families.
- There is a process for regular review of the policy.
- Secure storage is provided for student personal devices that are handed in to school staff.
- Processes are in place for monitoring internet and school network use by all members of the school community.
- Enforce the policy and response to instances of non-compliance.
- Report and respond to incidents of inappropriate use of personal devices in line with department policy and procedures and any legislative requirements.
- Consider requests for exemptions from the policy from parents on a case-by-case basis. Make sure that approved exemptions are documented, and that relevant staff are informed of exemptions.
- Model appropriate use of mobile phones and support families to understand the importance of promoting safe, responsible, and respectful use of mobile phones to their children.

School Staff

- Deliver learning opportunities and maintain a safe and productive learning environment. Take steps to minimise distractions from the non-educational use of personal devices in the learning environment.

- Respond to instances of non-compliance in line with the school's policy.
- Report and respond to incidents of inappropriate use of personal devices in line with department policy and procedures and any legislative requirements.
- Make sure that any students' personal devices handed in for their care are stored in a secure location and are returned to the student (or their parent).
- Model appropriate use of mobile phones and support families to understand the importance of promoting safe, responsible, and respectful use of mobile phones to their children.

Students

- Comply with the requirements of the school's policy and follow all reasonable directions from the principal and school staff.
- If permitted to use a personal device in line with an exemption under this policy, do so in a safe, responsible, and respectful way and support peers to do the same.
- Communicate respectfully with others and do not use a mobile phone or other device to bully, harass or threaten another person any time of the week, day, or night.
- Respect others' rights to privacy and do not take photos, film, or audio records of other people without their knowledge or permission.

Parents

- Support the implementation of the school's policy, including the consequences for non-compliance with the policy.
- Use the school's formal communication channels in all instances to communicate with the school (including where a student requires early collection from school). Encourage your child to always report to a staff member in the first instance if they become unwell or experience an issue at school.
- Recognise the important role parents play in supporting their child to use their mobile phone (or other personal device) in a safe, responsible, and respectful way.

Communication and Review

- This policy is reviewed and updated annually by staff and ratified by Governing Council.
- This policy is communicated with students at the start of each year and reviewed throughout the school year.
- Access to East Adelaide School policies can be viewed via the school website or upon request from the school.

Supporting Information

- EAS Anti-Bullying and Harassment policy
- EAS Behaviour Education policy/procedure
- EAS Bring your own device policy and agreement
- EAS Cyber-Safety User Agreement for Primary/Middle Years students