



ELIZABETH EAST PRIMARY SCHOOL

PO BOX 274, ELIZABETH S.A. 5112
PHONE: (08) 8255 2262
FAX: (08) 8287 0239

Principal: Matt Delany
Deputy Principal: Lisa Aplin
dl.0943.info@schools.sa.edu.au

MOBILE PHONE / PERSONAL DIGITAL ELECTRONIC DEVICES POLICY 2021

This policy provides direction to students, staff and families about managing mobile phones and other digital devices that students choose to bring to school. Digital devices include, but are not limited to, smartwatches, tablets or laptops that are not part of a separate Bring Your Own Device arrangement. This policy applies while students are at school, or attending an authorised school activity such as an excursion, during school hours.

Mobile phone use for primary school students

The department's position is that primary aged students cannot use their mobile phones and personal devices at school during school hours. The department and the school recognise that there are legitimate reasons for students to bring a mobile phone or personal device to school. This may include:

to ensure their safety while travelling

so that parents can contact them outside of school hours.

Students at Elizabeth East Primary School will not be permitted to access or use their mobile phones or personal electronic devices in any government school or any premises in connection with school, where students are undertaking school related activities including: excursions, SAPSAS, camp, discos etc.

While we recognise that mobile phones / personal electronic devices are part of everyday life in our community, in a school they can distract students from their learning and are at risk of damage, loss / theft and have the potential for misuse.

Elizabeth East Primary School makes its phone readily available for students to make contact with home or for other pressing necessities. When messages are received from parents there is a mechanism in place to ensure that the message gets to the student usually via the classroom teacher.

Storage of personal devices

MOBILE PHONE / PERSONAL ELECTRONIC DEVICES brought to school will be the responsibility of the student with school staff accepting absolutely no responsibility for security.

Students are not permitted to have or use mobile phones or personal electronic devices unless authorised by a member of leadership

When a child / student arrives on school grounds they immediately go to the front office and put their mobile phone / personal electronic device in a container which is on the front desk where office staff are sitting. The student records in a book that they have put the phone in the container. When the bell goes, the container is

placed in the back office for safe keeping. When the child is leaving school ground, they collect their property from the front office and sign the book as receiving their phone back.

If the student does not comply

Any student in breach of any of the above points can expect to be dealt with under the school's Student Behaviour Management Policy for refusing to comply with a reasonable request and/or threatening the good order of the school. *(If a student is not following the above policy and are found with a mobile phone or a personal electronic digital devices during school hours, they will be requested to either give the device to a member of leadership who will take it to the front office or be asked to take it to the front office themselves. Parents will then be contacted and the incident recorded on EDSAS.*

Students are reminded of the school's policy on bullying / harassment and that this applies equally to electronic transfer, at all times.

Consideration may be given to students having digital devices on camps and excursions if parents make a request in writing and if this agreed to by the Principal. If permission is granted the same rules applies as if the student is

Roles and responsibilities

Leadership team

Make sure:

- 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 responses 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 about students' 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 at times when a device is being used by a student in line with an approved exemption or in circumstances where students' devices are stored in the classroom.

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 student 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 mobile phone or 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 personal device to bully, harass or threaten another person.

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 their child to always report to a school staff member in the first instance if they become unwell or experience an issue at school.

Recognise the important role they play in supporting their child to use their mobile phone (or other personal device) in a safe, responsible and respectful way.

To be reviewed 2022 or as required by DfE