



Mobile Phone and Smart Watch Policy

Effective: 21st March 2019 edited to comply with student mobile phones in public school
policy effective 3 Feb 2020



Version: 1.2

Review Date: 21st March 2021

Purpose

Bletchley Park Primary recognises that an increasing number of parents/carers who for safety, security and/or emergency purposes wish to provide their children with mobile phones.

The increase of mobile phones and other mobile communication devices requires that Bletchley Park Primary has clear guidelines for the management on school premises and school activities

Definition

For the purposes of this policy, 'communication devices' refer to mobile phones, smart watches, smart glasses and other devices connected to a mobile network.

Rationale

Bletchley Park Primary discourages students from bringing mobile phones and smart watches and other communication devices to school. These communication devices cause disruption in classrooms and the playground and can be used inappropriately to access social media and take photos without permission. This can cause distress and breach the privacy of others.

Procedures

The use of mobile phones for all students will be banned from the time they arrive at school to the conclusion of the school day. This includes before school and at break times. Students are not permitted to have mobile phones in their possession during the school day.

Bletchley Park Primary has duty of care for all students when they are attending the school. Parents are able to contact their children by ringing the school phone number 9394 0955. If necessary, students can contact parents from the office phone.

Exemptions and Communication

If a parent feels it is necessary for their child to bring a communication device to school, then they must inform the Principal in writing first.

Exemptions to this ban include where a student requires a mobile device:

- to monitor a health condition as part of a school approved documented health care plan; or

- under the direct instruction of a teacher for educational purposes; or with permission of a teacher for a specified purpose.

If parent permission has been obtained, the rules for student use of communication devices in the school are listed below.

Students are not permitted to use communication devices at school for any reason unless supervised by a staff member and with permission.

These communication devices;

1. That are brought to and kept at school are used entirely at their owner's risk. Bletchley Park Primary School cannot accept any responsibility for theft, loss or damage of these devices. Students and parents should also recognise that mobile communication devices are a highly prized target for theft.
2. Communication devices are to be with the classroom teacher at all times including; before school, recess and lunchtime, and must be switched off or on silent.
3. Smart phone communication, notification alerts, and location must be switched off. This includes during excursions and school camps.
4. Are not to be used to call home in an emergency. This is the duty of the school and the administrator/teacher in charge.
5. Are not to be used to call home in the event of a mishap at school or because belongings have been forgotten unless at a teacher's discretion and under the supervision of the teacher –in the main, these events are to be dealt with by the school. Parents will be informed of any events that have impacted on their child this includes during school excursions and camps.
6. Are not to be used in the classroom, playground or incursion/excursion for any of the following purposes; check text messages, access games, the internet, images, the camera or videos.
7. Are not to be used to harass, bully or intimidate students or staff. Breaches will be dealt with as per the school's Behaviour Policy.
8. Communication devices are not to be taken on school camps or excursions.

Breaches of this Policy

Breaches of this policy will be managed in accordance with the *School Behaviour Management Policy and Procedures*.

Any use of communication devices by a student, that is in breach of these rules, will lead to the confiscation of the device. In this instance, parents will be notified and confiscated devices will need to be collected from the Administration office by the student's parent or guardian at the end of the day.

Related Documents

Department of Education Phones in Public Schools Policy Effective 3 February 2020

CEO Directive: Required action to be taken with students fighting or publishing videos of fighting.

Sample Permission Form

**Bletchley Park**
PRIMARY

AN INDEPENDENT PUBLIC SCHOOL
www.bletchleyparkps.wa.edu.au

I give permission for my child _____ to take his/her mobile phone or smart watch to school.

Reason:

In giving this permission, I understand and accept that:

- On arrival at school, mobile phones must be switched off and out of sight at all times. Silent or discreet settings are not acceptable.
- Student's mobile phones are to be left with the classroom teacher.
- Use of a phone in school hours will result in the phone being confiscated by the teacher and placed at the front office for pick up. The phone will be returned when the student's parents receive a letter from the Principal asking them to contact the school.
- Mobile phones are not to be used for their calculator function during class.
- Use of mobile phones during out of school functions arranged by the school including excursions, camps, and retreats will not be permitted.
- The school cannot take responsibility for the replacement of damaged, lost stolen phones.

This permission slip covers your child bringing his/her mobile phone for the remainder of 2019 only.

Parent signature	student signature
Parent name	student name
Date: _____	

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