



St Finn Barr's Catholic Primary School

29. Student Use of Mobile Phones

The Hazard - Mobile Phones and SMART Watches (connected to the Internet):

Mobile phones and SMART watches can create a range of hazards when brought to school:

- They are valuable items that can easily be lost, stolen or damaged in the school environment;
- Using phones inappropriately to bully, intimidate or harass people can have serious consequences including police involvement; and
- Mobile phone usage in schools not only disrupts learning for the phone user but also for fellow students.

St Finn Barr's Policy

St Finn Barr's acknowledges parents may wish their child to carry a mobile phone or a SMART watch with internet connectivity for personal safety reasons, however, the right of a student to have access to a mobile phone and/or SMART watch at school must be balanced with the responsibility to use it appropriately. It is our policy that:

- Students and Parents must sign and return an Information and Communication Technology (ICT) Agreement and a parent/guardian must sign the Mobile Permission Form (see below) before they are permitted to bring their mobile phones to school;
- Mobile phones and SMART watches are brought to school at the owner's own risk. No liability will be accepted by the school in the event of loss, theft or damage of the devices;
- Mobile phones must not be used during school hours;
- Mobile phones are to be switched off during school hours;
- SMART watches are to have calls/texts/notifications disabled during school hours;
- Mobile phones are to be stored in a student's school bag during school hours or may be left with the classroom teacher or at the office;

- Staff should be alerted and exceptions requested if a student has special circumstances requiring the use of their mobile phone during school hours (e.g. health issues);
- Mobile phones must not be used inappropriately;
- Phone cameras are not to be used within the school grounds and in particular, where it would be considered inappropriate such as in change rooms or toilets;
- Students should never photograph or record any person without their express permission;
- Reports of all incidents of misuse of mobile phones will be recorded and retained on the student's file;
- The school office remains as the point of contact for all parents who need to make contact with their student
- Parents are to be informed that in cases of emergency, the school remains the appropriate point of contact to reach their child quickly.

Staff Responsibility

All staff are responsible to:

- Model appropriate behaviour at all times;
- Ensure all students are provided with ICT Agreements, that they understand them, and that they understand they will face disciplinary action in the event they misuse ICT equipment and devices;
- Be vigilant in monitoring any student use of mobile phones;
- Deal with all reported and observed incidents of inappropriate mobile phone use in accordance with this policy; and
- Ensure that any incident of inappropriate mobile phone use that they observe or is reported to them, is recorded appropriately.

Implementation

This policy is implemented through a combination of:

- Staff training;
- Student ICT Agreements;
- Mobile Permission form signed by a parent/guardian;
- Effective student supervision;
- Effective incident notification procedures;
- Effective communication procedures;
- Effective management of incidents of inappropriate mobile phone usage when reported and/or observed;
- Effective record-keeping procedures; and
- Initiation of corrective actions where necessary.

Discipline for Breach of Policy

Where a student breaches this policy St Finn Barr's may take action including the phone being stored at the office during school hours; contact made with the student's parents; a time out for repeated occurrences of phone use and a restriction on the use of any School ICT equipment.

<i>Policy Formulated</i>	2021	<i>Next Review</i>	2027
<i>Principal</i>	Liz Illingworth	<i>Signature</i>	
<i>School Board Chair</i>	Kirby Taylor	<i>Signature</i>	



Use of Mobile Phones and SMART Watches at St Finn Barr's

Dear Parents/Guardians,

It is School Policy for students not to have a mobile phone at School; however, the school understands that in some cases a student may have a valid reason for needing a mobile phone. All students who need to have a mobile at School must fill in this permission slip stating the reasons why they need a phone at School.

The School does not take any responsibility for the safekeeping or care of students' phones. Phones **MUST** be switched off or on silent and stay in a student's bag during school hours or be left with the classroom teacher or at the office. Mobile phones cannot be taken on School excursions or camps. Phones at School are at the risk of the owner. Parents will be contacted if these protocols and our School Policy are not followed.

PARENTAL CONSENT FORM

Name _____ Grade _____

My child needs to bring a phone to school because:

- My child understands the school policy and agrees to abide by it
- I hereby give permission for my child to have a mobile phone at school and agree my child will follow school policy.
- I understand that a phone brought to school is done so at my own risk

Signature of Student: _____ Date _____

Signature of Parent/Guardian: _____ Date _____