



NORTH WOODVALE PRIMARY SCHOOL

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MOBILE PHONE/SMART WATCH POLICY

The use of mobile phones and other electronic devices is restricted under the terms of this policy.

Rationale

North Woodvale Primary School (NWPS) acknowledges that

- Mobile phones and smart watches have become an important and valuable part of our modern lifestyle.
- Possession of these devices provides a sense of safety and security for all members of the school community, especially to students and their families while travelling to and from school.
- These devices provide an effective means of communication between staff, parents and other members of the school community.
- The primary role of all staff at NWPS is to contribute to ensuring the best possible teaching and learning outcomes is provided to all of our students.

Purpose

This policy is to clarify the responsibilities of staff, students and parents with regard to use of personal electronic devices, including mobile phones and smart watches, at our school and to ensure that the use of these devices does not disrupt the learning environment.

IMPLEMENTATION

Students

- Mobile phones and smart watches may be brought to school by students who may need to maintain contact with parents/ carers due to out of school time commitments, health issues, travel or safety.
- Mobile phones are to be switched off upon entering the school grounds and remain the responsibility of the student. They can be switched on once students have left the school grounds.
- Photos and video are not to be taken on student's mobile phones on the school site.
- Any device used for any form of communication including texting, voice calls and accessing any form of social media is strictly prohibited on school grounds.

- No mobile phones and smart watches will be allowed during excursions or camps (unless otherwise authorised). Contact must be made through the school to the teacher in charge of the excursion or camp.
- Any phone or smart watch used inappropriately by a student will be removed from the student and secured in the Administration Office. Parents will be contacted and asked to collect the phone from Administration. Students will receive a behavioural consequence in line with the NWPS Behaviour Education Policy as a result of inappropriately using a mobile phone or other electronic device.
- School staff will not be responsible for the loss or damage of mobile phones or smart watches brought to school by students.

Staff

All mobile phones are to be switched off or placed on silent mode during staff/admin/parent meetings, playground duty and class teaching time. Mobile phones and smart watches must not be answered or text messages sent during school time. In case of emergencies, phone contact is to be made through the school office. If there is a family emergency (and staff need to have their phone available), staff should negotiate an arrangement with a member of the Administration Team. Staff should check their phone during non-instructional time and break times. Staff mobile phones can be used for emergency contact whilst on duty and whilst on excursion away from the school site. The use of other electronic devices should not be used for personal use during instructional time.

Parents

To ensure there is no disruption to the teaching and learning program, parents will be asked to turn mobile phones off or place in silent mode when volunteering in classrooms. Whilst attending assemblies and school based meetings, personal electronic devices should be turned off or turned onto silent mode.

It has always been North Woodvale Primary School's practice, when necessary, to pass on important messages to students from parents throughout the day. This can be done by phoning the office and requesting that the message be given to the child(ren).