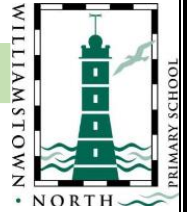




RESPECT – RESPONSIBILITY – RESILIENCE – DOING YOUR BEST



WILLIAMSTOWN NORTH PRIMARY SCHOOL No 1409

Mobile Devices Policy

Date: June 2018

1. PURPOSE

To explain to the Williamstown North Primary School (WNPS) community the policy requirements, and expectations regarding the safe and appropriate use of mobile devices by students, at school or during school activities.

2. SCOPE

This policy applies to all students at WNPS.

The policy relates to mobile devices that can access the internet, communicate electronically, take photos and have gaming functionality.

3. POLICY

WNPS understands that students may choose to bring mobile devices to school, particularly if they are travelling independently to and from school or participating in personal events after school.

During school hours, mobile devices must be:

- switched off, and
- stored securely in the student's school bag.

Students are not permitted to access their mobile devices during the school day. Mobile devices may be accessed by students after they have been dismissed from class at the end of the school day.

3.1 Mobile Device Usage

Mobile devices must not be used:

- during class or assemblies or in any way that disrupts the learning of others,
- during Recess and Lunch breaks,
- to make inappropriate, harassing or threatening phone calls/messages,
- to engage in inappropriate social media use including cyber bullying,
- to capture video or images of people, including students, teachers and members of the school community without their permission or
- to capture video or images in the school toilets, changing rooms and Gym.

Students who use their mobile device inappropriately at school may be issued with consequences consistent with our school's *Student Wellbeing and Engagement Policy* and following a staged response:

- **First Breach** – verbal warning and a copy of the Mobile Device Policy given to the student and parent.
- **Second Breach** – device confiscated until the end of the school day and parent notified.
- **Third Breach** – mobile device confiscated until a joint meeting with the student, parent/s and a member of the school’s leadership team.

(Confiscated mobile devices will be stored securely in the school’s central administration area e.g. Principal’s or Assistant Principal’s Office).

3.2 Insurance

Students are responsible for their mobile device. Please note that WNPS does not have accident insurance for accidental property damage. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items, including mobile devices that may be brought to school. Students are responsible for all personal items brought to school.

3.3 Camps and Excursions

School camps and excursions aim to enrich each student’s learning and further support the embedding of the school’s Values: Resilience, Responsibility, Respect and Doing Your Best.

In most circumstances, students will not be allowed to bring their mobile devices on overnight school camps or excursions. In exceptional circumstances, where it is jointly agreed that a mobile device will provide further support to a student, this will be documented in an Individual Behaviour Management Plan for the particular event.

WNPS will provide students and their parents and carers with information about items that can be brought to special activities and events, including mobile devices.

4. RELATED POLICIES AND RESOURCES

- Student Engagement Policy and Procedures
- School Policy and Advisory Guide: [Students Using Mobile Phones](#)

5. REVIEW PERIOD

This policy was last updated on 27th June 2018 and is scheduled for review in Mid-2021.

This Policy has been ratified by School Council on 27th June 2018.