



PORT WAKEFIELD PRIMARY SCHOOL

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Principal: Kerri Blackwell

Learning Respect Honesty Teamwork

Student Mobile Phone Policy

Rationale:

Port Wakefield Primary School recognises that mobile phones are a valid and important communication tool and a part of contemporary society. However, they can be improperly used, lost, damaged or stolen and therefore, must be effectively managed. The school will provide a mobile phone free learning environment for our students, except for exceptional circumstances, which require a child to have a mobile phone in their possession.

Roles and Responsibilities

Staff will:

- Ensure students have a clear understanding of the Student Mobile Phone Policy.
- Appropriately label and store the mobile phone for the day.
- If required, send students to administration with a note explaining the need for the call home.
- Administration will assist with calling the parent as required.

Students will:

- Bring mobile phones to school at their own risk. If a student brings a phone to school, it is their responsibility.
- Take the mobile phone to the front office upon arrival at school.
- Only use it for the purposes outlined in the confidential agreement. Consequences for inappropriate use will be included in the agreement.
- Exit the school via the front office and collect their phone.

Parents/Caregivers will:

- Be made aware of the school mobile phone policy.
- Support and encourage their child to follow the policy.
- Notify the school in writing that their child will be bringing a mobile phone to school.
- Negotiate a confidential agreement with principal, if their child is required to have a mobile phone on them at all times.

Leaders will:

- Positively reinforce the appropriate use of mobile phones.
- Make the policy available to the school community.
- Support staff with the implementation of the policy.
- Contact parents/caregivers if students are found to be inappropriately using mobile phones.
- Negotiate a confidential agreement with parents of children who are required to have a mobile phone on them at all times.

Process if a child, without approval, is found in possession of mobile phone during the school day:

- On the first occasion they will receive a warning, reminded of the correct process, and it will be removed and delivered to administration.
- If a student is found to be in possession of a mobile phone on a second occasion, parents will be notified; the mobile phone will be removed and delivered to administration. The student will be required to have office time.
- If a student is found to be in possession of a mobile phone on a third occasion, the mobile phone will be removed and delivered to administration. Parents/Caregivers will be called and the student will be suspended.

Parent/Caregiver Permission

I have read and understand the Port Wakefield Primary School Student Mobile Phone Policy and I understand this form will be kept on file at the school, and the details may be used to assist in identification of a phone should the need arise.

I give permission for my child to carry a mobile phone to school and understand that my child will be responsible for ensuring that the mobile phone is used appropriately as outlined in this document.

Parent name: _____

Parent Signature: _____

Date: _____

Student name: _____

Mobile Phone number: _____

Mobile IMEI: _____

Student Signature: _____

Date: _____

Policy created and ratified: Term 2, 2019

Updated: Term 2020

To be review: Term 2, 2022