



## MOBILE TECHNOLOGIES POLICY

### **Purpose**

The increased ownership of mobile technologies requires that school staff, students, and parents/guardians take steps to ensure they are used responsibly. This *Mobile Technologies Policy* is designed to ensure that potential issues (such as online and mobile etiquette) can be clearly identified and addressed; ensuring the benefits that mobile devices provide (including increased safety and security) can continue to be enjoyed by our students.

Wheelers Hill Primary School has developed the *Mobile Technologies Policy* to clearly explain policy requirements, and expectations regarding the safe and appropriate use of mobile technologies by students, at school or during school activities.

For the purpose of this policy the 'school' is defined inclusive of the OSHC program.

### **Rationale**

Wheelers Hill Primary School accepts that parents/guardians give their children mobile technologies to protect them from everyday risks around personal security and safety. There is also ever-increasing concern about children travelling to and from school. It is acknowledged that providing a child with mobile technologies may give parents/guardians some reassurance.

### **1. Scope**

1.1. The Mobile Technologies Policy applies to all students at Wheelers Hill Primary School.

### **2. Inclusions**

2.1. Devices included in this policy include:

- mobile phones
- smartphones
- smartwatches (this includes any watch capable of communicating with others, receiving messages of any kind or recording video, audio or images)
- any device that is capable of capturing images (e.g. digital camera, iPads)
- any device with video or audio recording capabilities (e.g. most digital cameras, iPads, tablet-PCs)
- any communication device (e.g. walky-talkies, UHF radios).

### **3. Exclusions**

3.1. The only devices that are excluded from this policy are devices being used under the school's *Bring Your Own Device Program Policy*. These devices are only permitted when parents and participating student(s) have understood and accepted the terms and conditions outlined in the Bring Your Own Device policy documentation.

### **4. Policy**

- 4.1. It is the responsibility of students who bring mobile devices onto school premises to adhere to this *Mobile Technologies Policy* at all applicable times.
- 4.2. The decision to provide mobile technology to children should be made by parents/guardians.
- 4.3. Parents/guardians should be aware when their child has mobile technologies on school premises.

- 4.4. The school will ensure parents/guardians are informed about this policy and it will be available on Compass.
- 4.5. Students are not permitted to use their devices during school hours unless permission is granted by a supervising teacher, and when device use is imperative.
- 4.6. Any smartwatches must only be used as a watch during school hours; no other apps, utilities or communication services are permitted to be used.
- 4.7. All other devices must be switched off and kept in school bags during school hours or school activities. The school accepts no responsibility for any devices brought from home.
- 4.8. If a student needs to use their device during the school day, they must seek permission from the class teacher. School phones will be used if deemed appropriate.
- 4.9. Students are not permitted to take devices to school excursions, camps or extra-curricular activities.
- 4.10. Any mobile device being used during the day may be confiscated and students may face disciplinary actions as sanctioned by the school.

## 5. Mobile Technology Use

- 5.1. Mobile devices must not be used:
  - during class or assemblies or in any way that disrupts the learning of others
  - to send inappropriate, harassing or threatening messages or phone calls
  - 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
  - to capture video or images in the school toilets, changing rooms and gym.
- 5.2. Students who use their mobile device inappropriately at school may be issued with consequences consistent with our school's Student Wellbeing and Engagement, eSmart and/or Bullying policies. In some circumstances, students' mobile devices may be confiscated and stored securely at the School Office.

## 6. Theft or Damage

- 6.1. It is recommended that students mark their devices clearly with their name.
- 6.2. Devices which are found on the school premises should be handed to the school office.
- 6.3. The school accepts no responsibility for replacing lost, stolen or damaged devices.
- 6.4. The school accepts no responsibility for students who lose their devices or have them stolen while travelling to or from school.
- 6.5. It is strongly advised that students use fingerprints, facial recognition, passwords or pin numbers to protect against unauthorised use (e.g. use by other students or use if stolen). Students should keep their password/pin numbers confidential.

## 7. Insurance

- 7.1. Students are responsible for any device they bring to school. Please note that Wheelers Hill Primary School does not have accident insurance for accidental property damage.
- 7.2. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items, including mobile phones that may be brought to school.

## Related Policies and Resources

- [Bring Your Own Device Program Policy](#)
- [eSmart Policy](#)
- School Policy and Advisory Guide: [Students Using Mobile Phones](#)

<b>Policy Area</b> Education	<b>Ratified by School Council</b> August 2018	<b>Next review</b> 2021
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