

Local Implementation Documentation for:

Mobile Devices at School

Statement of Purpose

The Curl Curl North Public School 'Mobile Devices at School' document sets out the conditions for the use of mobile devices by students at our school.

1. Mobile devices at school

Parents/carers may provide their child with a mobile device for safety purposes including travel between home and school. The school has clear guidelines in place to ensure that the mobile device is used for this purpose and does not impact on the learning of the individual student or the learning of other students.

If a student brings a mobile device, including phones, ipads, tablets, smartwatches, cameras or video cameras into the school and uses them inappropriately, the school student discipline and welfare policy will be invoked and the procedures and issues referred to in relation to inappropriate use of mobile devices will be applied.



2. Responsibilities and delegations

Principals and Executive at Curl Curl North Public School, will:

- review policies and practices related to student use of mobile devices and social media;
- enforce consequences on students who do not adhere to the responsibilities set out in this document including the reporting of inappropriate use of a mobile device to student's parents and police (if necessary);
- examine the phone when there are reasonable grounds to suspect inappropriate material may be on the phone including material that falls within the meaning of sexting, bullying, recording fights or other criminal activity involving students occurring at school, during the school day or on the way to, or from, the school. If video recordings of fights or other criminal or potential criminal activity are located on a student's phone, principals and executive need to consider whether the nature of the material recorded warrants reporting to the police in addition to any potential action under the school student discipline policy;
- communicate to the parent community throughout the year the expectations of the 'Mobile Devices at School' including newsletter articles, school information booklet, class letters to parents and parent information evenings, and
- consider requests from parents regarding use of the mobile device to support individual student health care needs, i.e. diabetes management.

If the principal or executive have reasonable grounds to suspect that a student has inappropriate material on his or her mobile device, they may confiscate the device for the purpose of confirming the existence of the material. Any viewing of the material should be undertaken in the presence of the student and should be limited to establishing that inappropriate material is on the device. Staff need to be sensitive to other personal information of the student that may also be present on the device.

Teaching staff at Curl Curl North Public School, will:

- remind parents and students of the school guidelines at the beginning of the year and as required throughout the year;
- enforce the guidelines and responsibilities within this document for students who bring a mobile device to school;
- reinforce the appropriate school communication channels, i.e. direct students who are unwell to the office, and
- follow PBL expectations and consequences including completing a Sentral 'Think Slip' or referring to executive staff for management should a student contravene these guidelines.

If the teacher has reasonable grounds to suspect that a student has inappropriate material on his or her mobile device, they may confiscate the device for the purpose of confirming the existence of the material. Any viewing of the material should be undertaken in the presence of the student and should be limited to establishing that inappropriate material is on the device. Staff need to be sensitive to other personal information of the student that may also be present on the device. If it is established that inappropriate material is located on the student mobile device, the teacher will immediately notify the principal or executive.

Parents and Carers, will:

- accept that students who bring mobile devices to school do so at their own risk. If the device is lost or damaged the school will not accept any responsibility, and
- ensure that any immediate communication to their child required throughout the day is communicated via the school office. The student mobile device must be on silent or turned off and therefore personal messages to their child will not be received or responded to until the end of the teaching day.

Students at Curl Curl North Public School, will:

- ensure students' parents have given permission for the device to be at school;
- ensure that the mobile device is secured safely in their bag unless the use of the device has been approved by the principal;
- ensure the device is not used for communication to other people during the school day, i.e. parent or friend;
- not use their mobile device to take photographs, video or audio recording of any person during the school day;
- ensure the device is switched off, on silent mode or as otherwise directed by the school during all school-related activities i.e. lessons and playground breaks;
- ensure that the mobile device is not used to bully, harass, denigrate, humiliate or offend any person or to otherwise cause any person any embarrassment or discomfort;
- comply with the Curly Code;
- adhere to teacher or executive request is a consequence if enforced including; hand in mobile device to designated school staff during the day or confiscating mobile device until the end of the school day;

Inappropriate use of a mobile device includes:

- using it in a way that disrupts or is likely to disrupt the learning environment or interfere with the operation of the school;
- bullying, intimidating or otherwise harassing others through SMS, text messaging, social media or through photographic, video or other data transfer system available on the phone;
- recording of conversations, including lessons, without the knowledge and permission of the teacher or those involved in the conversation;
- downloading or otherwise accessing inappropriate material on the internet;
- filming of fights or other criminal behaviour involving students that occur at school, during school activities or while on the way to or from school;
- using it in a way that threatens or is likely to threaten the safety or wellbeing of any person, and
- use that is in breach of any law.

Mobile devices are not permitted on off-site excursions including camps unless permission has been granted by the principal in support of individual student health care needs. If approval is given for a student with a health condition to have a mobile device in their possession, the student and parent will abide by the restrictions regarding use of the mobile device imposed during the excursion of which does not impact on their medical needs.

3. Monitoring, evaluation and reporting requirements

- School Executive will use the A-Z Implementation Tool to monitor, evaluate and report on this policy.
- School Executive will comply with all mandatory reporting requirements detailed in the guidelines of the policy.
- Other policies and practices of the school are regularly reviewed to ensure they meet the needs of all students in the school.

Contact

Mrs Donna Blatchford – School Principal (Relieving 2018) ph.: 9905 1757
Mr Jeff Ballinger and Mrs Karen Crawford - Deputy Principals
Mrs Justine Blood-Scott – Business Manager

Document History and Details

| | |
|---------------------|---|
| Approval Date | 27 June 2018 |
| Implementation Date | 27 June 2018 |
| Approving Officer/s | Donna Blatchford (Principal-relieving 2018) |
| Review Date | Dec 2019 |

Related policies and documents

- *Curly Code – PBL expectations at Curl Curl North Public School*
- *The Code of Conduct –Department of Education*
- *Legal Bulletin No.35 – The use of mobile phones, portable computer games, recording devices and cameras in school and TAFE NSW institutes*
- *This document replaces the CCNPS – 2014 Mobile Device Policy*

