HELENA VALLEY PRIMARY SCHOOL

Mobile Phones and Mobile Devices Policy

RATIONALE
When used appropriately, mobile phones offer students and their parents many advantages in terms of ease of communication and a sense of personal safety. Whilst discouraging students from bringing mobile phones to school, Helena Valley Primary School accepts that some parents give their children mobile phones as a safety precaution when walking or riding to and from school. However, mobile phones have the capacity to have a negative impact on the learning environment and the safety and well being of students. This Policy aims to establish guidelines for the use of student mobile phones within the school environment and aims to set out the responsibility of staff, parents and students.

GUIDELINES FOR USE
Students at Helena Valley Primary School will turn off all mobile phones before they enter the school grounds. Mobile phones are not to be used during the school day other than in exceptional circumstances. Students must not lend a phone to another student. The person who owns the phone will be held responsible for its use. Mobile phones will be handed to the classroom teacher before the start of the school day, placed in a named plastic bag and stored in a secure container, which will then be sent to the school office for safekeeping. Mobile phones will be returned to students at the end of the school day. In order for a student to have a mobile phone on school grounds, students and their parents/caregivers must first read, understand and sign the Mobile Phone Agreement.

CONSEQUENCES
If a mobile phone is used in any way on the school grounds or if the guidelines above are not followed, the phone will immediately be confiscated and stored in the office. A school administrator will attempt to contact the parent(s) of the student who had the phone confiscated and they will need to collect the phone from the office. An interview with the principal or deputy principal may be necessary. During this interview a consequence for the student will be discussed. Any student found to be involved in recording, distributing or uploading inappropriate images or videos of students, parents or staff on school premises will face serious consequences, including possible suspension.

THEFT OR DAMAGE
The safety of mobile phones is entirely the student’s responsibility and the school will not be held liable for any theft or damage to a student’s mobile phone or accept responsibility for investigating loss or damage outside of the time that the phone is securely stored in the school administration office.

PARENT / STUDENT CONTACT
Parents are reminded that in cases of emergency, the School Office (Phone: 92941062) remains the appropriate point of contact to ensure that the child is reached quickly and assisted in the appropriate way. Students can request to use a school phone if they need to make urgent contact with a parent.

OTHER MOBILE DEVICES
Other mobile technology such as iPads, tablets, game consoles and iPods are not to be brought to school unless requested by the classroom teacher for a specific educational purpose. The school accepts no responsibility for the security of these devices and the procedures and consequences applying to the inappropriate use of mobile phones will apply equally to these devices. The Student’s Online Policy covers the acceptable use of school owned technology devices and online services.
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Mobile Phone and Mobile Devices Agreement

Helena Valley Primary School acknowledges that mobile phones are carried by some students for safety reasons. The school has a policy that phones are not to be accessed during school hours.

Students and parents please read carefully and then sign the following agreement.

STUDENT AGREEMENT

I agree to the following:

• I will turn my mobile phone off before I enter the school grounds.
• I will hand my phone to the classroom teacher before school for safe storage in the office. Outside of this time the safekeeping of the phone is my responsibility.
• I will not bring other mobile technology devices to school unless requested by the teacher.
• I may seek permission to use my mobile phone at school but only in exceptional circumstances. The school office phone is the most appropriate method for communicating with my parent/carer.

If I break any of the terms of this agreement I acknowledge that my parent/carer will be contacted and they will be required to collect the phone from the office.

Student Name: ______________________________________________________________

Student Signature: __________________________ DATE: ____________

PARENT AGREEMENT

As the parent/caregiver of ______________________________________________________

(Student’s Name)

I hereby acknowledge that I have read Helena Valley Primary School’s Mobile Phone Policy and Agreement and have discussed it with my child.

I understand that my child is responsible for the safekeeping of the phone outside of the time when it is in secure storage in the school office.

I agree to support the policy and consequences that the school has placed on the use of mobile phones.

Parent/Caregiver Name: ______________________________________________________

Parent/Caregiver Signature: __________________________ DATE: ____________