

# Mobile Phone/ Internet Enabled/ Recording Device Policy



Avondale Primary School 2019

## **Statement of Commitment to Child Safety**

*Avondale Primary School is committed to safety and wellbeing of all children and young people. This will be the primary focus of our care and decision making. Avondale Primary School has zero tolerance for child abuse.*

*Avondale Primary School is committed to providing a child safe environment where children and young people are safe, and their voices are heard about decisions that affect their lives. Particular attention will be paid to the cultural safety of Aboriginal children and children from culturally and / or linguistically diverse backgrounds, vulnerable children as well as the safety of children with a disability.*

*Every person involved in Avondale Primary School has a responsibility to understand the important and specific role he/ she plays individually and collectively to ensure that the wellbeing and safety of all children and young people is at the forefront of all they do and every decision they make.*

## **PURPOSE**

To explain to the Avondale Primary School community our policy requirements, and expectations regarding the safe and appropriate management of mobile phones, personal internet enabled and or recording devices by students, at school or during school activities.

## **SCOPE**

This policy applies to all students at Avondale Primary School.

## **AIMS**

- To ensure a safe and engaging learning environment for all students
- To ensure that every child's privacy is protected from unauthorised photographing / video and recording
- To ensure that students are not able access social media whilst at school
- To manage a student's capacity to make external contacts during school time.

## **IMPLEMENTATION**

Students wishing to bring a mobile phone or internet enabled device to school must:

- Have a permission form submitted by their parents approved by the Principal
- Deposit their labelled mobile phones, personal internet enabled and/ or recording devices at the office when they arrive at school and sign it in
- Understand that they are not allowed to use their mobile phones, personal internet enabled and/or recording devices to contact others or photograph, film or record other students
- Ensure that their mobile phone, personal internet enabled and/ or recording device has been switched off when they leave them at the office
- Understand that they are responsible for their own mobile phones, personal internet enabled and/ or recording device and that the school is not responsible for any damage, loss or theft of phones or devices. The school is responsible for devices signed in and left at the office.

Upon return of their permission form, students will meet with our office staff to ensure they understand their rights and responsibilities regarding mobile phones, personal internet enabled and/ or recording device use at school.

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## **INSURANCE**

Avondale Primary School does not have insurance for accidental damage of phones or other devices. Students, staff, visitors and contractors bring phones and devices to school at their own risk.

## **CAMPS & EXCURSIONS**

Students will not be able to take mobile phones or internet enabled devices on excursions or camps. Teachers report to parents of students on excursions and camps via FlexiBuzz. If teachers need to communicate to parents they have all the contact details necessary to do so.

## **TEACHERS, PARENTS, VISITORS AND CONTRACTORS**

- Teachers, parents, visitors and contractors may carry mobile phones or other devices, onto the school grounds but are required to keep them on mute whilst participating in school activities or working in classrooms or corridors
- Teachers, parents, visitors or contractors are to make or take calls away from teaching and learning areas
- Parents, visitors or contractors are not to use any digital device to record, film or take photographs of any students other than their own
- Teachers may record, film or photograph students in the normal delivery of the school curriculum but require permission from parents/ guardians for images to be used in the school newsletter, promotional material or website
- Teachers, parents, visitors or contractors must be respectful of the privacy of all members of the school community.

*It should be noted that it is a criminal offence to use a mobile phone to menace, harass or offend another person. If this policy is not respected and adhered to then the school may consider it appropriate to involve the police.*

## **RELATED POLICIES AND RESOURCES**

Please see the Avondale Primary School website for the following related policies.

- Bullying Prevention Policy
- Student Wellbeing & Engagement Policy
- Behaviour Management Policy
- Parent Code of Conduct
- Child Safety Statement of Commitment & Policy documents
- Duty of Care Policy

School Policy and Advisory Guide: [Students Using Mobile Phones](#)

## **REVIEW PERIOD**

To be reviewed annually. Last reviewed February 2019.