



SADDLEWORTH PRIMARY SCHOOL

MOBILE PHONE POLICY

RATIONALE

It is important to promote and support teaching and learning in an environment free from unnecessary distraction or disruption.

The use of telecommunications technology has now become the norm rather than the exception, and for many of our families, students, parents and teachers are accessing this facility in increasing numbers. Although the school discourages the bringing of Mobile Telephones to school by the students, we accept that there are times when it might be deemed important. We are therefore prepared to allow them on the premises only within the parameters of the policy and only when it is deemed necessary by parents.

EXPECTATIONS

Students

1. If a student brings a mobile phone to school they must turn them in at the School Office for safe keeping during the day.
2. Phones that are brought to the school are at the family's own risk and the school will not take responsibility for lost, stolen or damaged property.
3. Mobile phones are not to be used during school times, including lunch and recess times, and all calls in school hours are to be made via the front office.
4. If parents need to contact their child urgently, they should follow normal procedures and ring front office staff, who will then contact and support the student where necessary. This is of utmost importance, as it is essential that the school know arrangements regarding students.
5. Inappropriate use of mobile phones will result in a meeting with parents and will be followed up with Personal Responsibility Policy.
6. Students who need to contact their parents urgently should ask teacher permission. They will be sent to the front office where they will be given permission to ring home, or front office staff will ring for them. Students are not permitted to use their mobile phone to ring parents during school hours. This also applies to sending text messages.
7. Use of camera phones at school or during school activities is not permitted.

Staff

Teaching and support staff have access to a school mobile phone when required for excursions, camps and playground supervision. Staff will not use personal mobiles during class teaching and learning periods. These are for emergency purposes only at these times. Staff are expected to have phones on mute or discrete.

Parents, Visitors, Contractors

All users are asked to switch their phones to mute or discrete when in public areas, including meetings, interviews and classrooms. All visitors and parents are asked to take *and* make mobile calls outside learning and teaching areas.