



BFPS Mobile Device Policy



Rationale:

Banyan Fields Primary School understands that students may bring mobile devices to school, particularly if they are travelling independently to and from school or to extra curricular activities. These devices can easily be misused, lost or damaged, causing disruption and distress. Mobile phones and other devices must therefore be effectively managed within a school environment.

Scope

This policy applies to all students at Banyan Fields Primary School.

Purpose:

To explain to our school community Banyan Fields Primary School's policy requirements and expectations regarding the safe and appropriate use of mobile devices by students at school or during school activities.

Policy:

- Mobile devices are used at school only with the permission of a teacher.
- Mobile devices should not be used in any manner or place that is disruptive to the normal routine of a school.
- Students should only use their mobile devices before or after school.
- In most circumstances students will not be allowed to bring their mobile devices on school excursions.
- Banyan Fields Primary School will provide parents and carers with information about items that can be brought to special activities and overnight camps.
- In-phone/device cameras are not to be used anywhere a normal camera would be considered inappropriate including our school grounds and buildings.
- It is important that students display courtesy, consideration and respect for others whenever they are using a mobile device.
- Students are responsible for their mobile device. Please note that Banyan Fields Primary School does not have accident insurance for accidental property damage. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items including mobile devices that may be brought to school.
- Student phones should be stored in the school office during school hours.
- Students should hand mobile devices to the school office at the beginning of each school day.
- Students should collect their mobile device at the end of each school day from the office.

Action following breach of use:

- Appropriate disciplinary action will be taken against any student who photographs or films other individuals without their consent or who sends harassing or threatening messages.
- As a minimum the student will be expected to delete any images from both the device and the social media site where posted.
- The device will also be confiscated until a parent/carers collects it.
- Where necessary the school will inform the police or e-safety regulators to ensure the safety of all school users.

- Appropriate disciplinary action will be taken against any student/s who is/are caught using a mobile device inappropriately such as to cheat in assessments or without authorised use.

<u>Evaluation:</u>	This policy will be reviewed by the School Council as part of the school's three-year review cycle.
<u>Policy dated:</u>	August 2018
<u>Date of next review:</u>	October 2020