

MOBILE PHONES & ELECTRONIC EQUIPMENT POLICY

Some things to note:

- I Pods, mobile phones, PSP's, MP3's etc. are intrusive and distracting in a school environment
- Strategies must be put in place to reduce the intrusiveness of unauthorized technology in a school situation
- Some electronic devices may be harmful with frequent use
- Mobile phones may be used to conduct bullying campaigns

MOBILE PHONE & ELECTRONIC GAMES - PUPILS

The following are the guidelines relating to pupils for mobile phone/electronic games usage in the school:

1. Mobile phones and any other electronic equipment must be switched off on entry to the school building. These items may not be used during school or at any school related activity. These devices may only be activated at the end of school or if granted special permission by a staff member.
2. Children who need to contact home during school hours may do so through the school secretary. Similarly, parents who need to contact their child(ren) with urgent messages may do so through the school secretary.
3. If a child is caught using a mobile phone or electronic device during school or at a school related activity, the item will be confiscated by a staff member and returned at the end of the day. If a pattern emerges, the item will be confiscated, only a parent/guardian will be able to retrieve the item. If the problem persists, the school's Code of Behaviour will be followed.
4. Pupils may not take photographs while in school or on a school related activity except with the permission of their teacher. Inappropriate use of cameras or camera-phones will result in their confiscation for personal return to parents/guardians.

MOBILE PHONES – STAFF

Mindful of the duties and responsibilities assigned to staff in working with children, it is vital that staff be engaged with children at all working times. In this context, access to phones should be limited to urgency only.

Work Calls:

Work related calls should be made using the school's phone at an appropriate time. Calls to parents/guardians should be kept as short as possible. Where a lengthy conversation with parents/guardians is required, appointments should be made to meet parents. Calls to other professionals and organisations should be made in consultation with the Principal and classroom supervision will be arranged where appropriate

Personal Calls:

Personal calls should be carried out during break time. In cases of urgency, a staff member should use discretion in making and receiving calls. All staff member's phones should be turned off during their work day. A teacher may switch their mobile's on during their breaks.