

Date: June 15
Ratified: 20/7/15

Cranbourne West Primary School No. 5189

MOBILE PHONE POLICY

RATIONALE:

Mobile phones are important modern day communication tools, essential in providing a safe and effective school environment. However, they can easily be improperly used, lost or damaged and must therefore be effectively managed. Mobile phones may be an unnecessary distraction for students and create a range of problems including disruption in class, theft, security and safety issues and the dissemination of inaccurate and mischievous information.

AIM:

To utilise the benefits of mobile phones whilst managing the problems they may potentially create.

IMPLEMENTATION GUIDELINES:

- The school will purchase and maintain enough mobile phones and service contracts to satisfy its needs.
- Teachers in charge of excursions, camps and trips off site which involve students must ensure a mobile phone accompanies each trip and a contact number is provided to the office.
- In order to minimise classroom disruptions, teachers are requested to turn their mobile phones off or to silence mode. Mobile phones are not to be used during class time unless there are exceptional circumstances.
- Students should be organised prior to the start of the school day to eliminate the need to make phone calls during the day.
- In the event of an emergency, students are able to approach the classroom teacher and if need be the Student Welfare Coordinator and may be given access to a phone if the reason given is considered appropriate.
- Students who bring mobile phones to school will be expected to hand the phone to their classroom teacher who will place it in **a locked drawer** until the end of the day.
- Mobile phones owned by students and staff are brought to school at their own risk. Cranbourne West Primary School's insurance cover will not compensate damaged, lost or stolen personal mobile phones.
- Staff will not waste valuable time investigating issues involving mobile phones.
- Student mobile phones are not to be taken on camps or excursions.

EVALUATION:

- This policy will be reviewed on a cyclic basis.

