



Student Use of Mobile Telephones & Personal Devices

Rationale

At Riverton primary School technology is an integral part of the learning process. Teachers and students are able to use devices such as computers, laptops, interactive whiteboards and iPads to access a wide range of information. This school policy is implemented in line with the Department for Education's Student use of mobile phones and personal devices policy, which applies to all government schools.

This document provides direction to students, staff, and families about managing personal devices that students choose to bring to school. For the purposes of this policy, personal devices include mobile phones, smart watches and other digital devices that are capable of sending or receiving messages or calls and/or able to connect to the internet.

With the widespread and increasing ownership of mobile phones and other devices among students it is critical that schools, in partnership with families, provide clear guidance for students to become informed, safe, respectful, and responsible digital citizens. It is the Department for Education's position that access to personal devices during school hours must be managed so that students can be fully present in their learning and in their interactions with their teachers and peers.

Personal Devices at School

Students are permitted to bring personal devices to school:

- as a measure to ensure their safety while travelling to and from school
- so that parents can contact them before and after school, outside of school hours.

While students are at school, or attending school activities, they must comply with any reasonable directions given by school staff in line with this policy regarding their personal devices.

The Department for Education's policy requires all students at all department schools to keep personal devices 'off and away' between the start and end of each school day, and while they are attending school activities off-site, such as camps and excursions.

Storage of Personal Devices at School

Students will turn their devices off or place them in flight mode before putting them away. This includes taking off and storing any wearable technology that fits the definition of this policy, such as smartwatches.

Students at RPS are required to hand in their personal devices at the front office desk upon arrival at school each day, to be securely stored by office staff. Students will be able to collect their device from the front office at the end of the school day, or when being signed out early by a parent or adult family member.

Responses to Non-Compliance

Where students use a personal device at school without an approved exemption, or use it inappropriately, a response will be provided in line with the school's behaviour support policy.

Where a student's misuse of personal devices is serious, it may be necessary for the school to consider responses in line with the department's suspension, exclusion and expulsion of students procedure, or to contact South Australia Police if the behaviour is suspected to be illegal.

Exemptions

Individual students may have extenuating reasons for needing access to their personal device during school hours, such as where:

- the device is used to monitor or help manage a health condition,
- the device is a negotiated adjustment to a learning program for a student with disability or learning difficulties,
- the device is used for translation by a student with English as an additional language.

Please contact the school if you need to request an exemption due to exceptional circumstances. These requests will be considered by the principal (or delegate) on a case-by-case basis. If approved, the exemption will be recorded in the student's file or health care/learning plan as appropriate.

Roles and Responsibilities

Principal is to ensure:

- this school's policy has been endorsed or ratified by governing council and is clearly communicated and accessible to all students, staff, and families; and enforced,
- requests for exemptions from the policy from parents or independent students due to exceptional circumstances are considered on a case-by-case basis, including ensuring approved exemptions are documented and that relevant staff informed.
- the school reports and responds to incidents of inappropriate or illegal use of personal devices in line with department policy and procedures and any legal requirements.

School staff will:

- report and respond to incidents of inappropriate use of personal devices in line with this policy, department policy and procedures and any legal requirements,
- make sure that any student personal devices handed in for their care are stored in a secure location and are returned to the student (or their parent) by the end of the same school day,
- model appropriate use of mobile phones and support families to understand the importance of promoting safe, responsible, and respectful use of mobile phones to their children. Use mobile phones for work-related/emergency purposes only when students are under their care.

Students must:

- comply with the requirements of this policy and follow all reasonable directions from the principal and school staff,
- switch all personal devices off, or into flight mode, on arrival at school each day and hand it to the front office,
- communicate respectfully with others and do not use a mobile phone or other personal device to bully, harass, or threaten another person,
- respect others' rights to privacy and do not take photos, film, or audio records of other people without their knowledge or permission,
- notify a school staff member as soon as possible if feeling unwell or experiencing any other issues at school. Use the school's sign-out processes in all cases where requiring early collection from school.

Parents are expected to:

- support the school's implementation of this policy, including the consequences for non-compliance,
- encourage their child not to bring a personal device to school unless necessary,
- use the school's formal communication channels in all instances to communicate with the school or to make contact with their child during school hours (including where a student requires early collection from school),
- recognise the important role they play in supporting their child to use their mobile phone (or other personal device) in a safe, responsible, and respectful way.

Communication

The school's policy can be accessed by students, staff, and families via the school website, with all other relevant school policy documents.

Consultation has been undertaken with the student body via School Captains, school staff during staff meeting and Governing Council as the governing body of the school.

This policy has been implemented by the school in line with the Department for Education's 'Student use of mobile phones and personal devices policy'. You can find more information about this policy, and links to further resources for parents about personal devices and online safety, on the department's website: [Mobile phones and personal devices at school \(education.sa.gov.au\)](https://www.education.sa.gov.au/mobile-phones-and-personal-devices-at-school).

Please contact the school directly to discuss the possibility of an exemption if your child has exceptional circumstances as outlined in this policy.

Policy ratified by staff	Term 1 2023
Endorsed by Governing Council	Term 2 2023
Review date	Term 3 2026