

Mobile Device Policy

1. RATIONALE

In this policy, the term Mobile Device refers to mobile phones and smartwatches (eg Apple watches).

Mobile devices are an important tool for staff and students. They are essential in providing a safe and effective school environment. However, they can easily be improperly used, lost or damaged, and must therefore be correctly managed.

2. GOALS

A clear understanding in regard to the use of mobile devices at TPPS will:

- 2.1 Improve the communication between staff, students and parents
- 2.2 Minimise disruptions to classes and individuals in order to continue the smooth running of the school.

3. IMPLEMENTATION

- 3.1 Student owned mobile phones are permitted at school. It is the student's responsibility to turn the mobile phone off upon entry of the school grounds and not be switched back on until the student has left the school grounds.
- 3.2 Encourage students to not bring mobile phones to school as there are effective procedures in regard to messages being relayed to students through the office.
- 3.3 Student owned mobile phones are to be switched off once in the school grounds. This allows devices such as smartwatches to then only be used for time management, not communication. In the event where a smartwatch can connect to the internet via a SIM card, this functionality will need to be disabled during school hours.
- 3.4 Student owned mobile phones are to be stored in a place designated by the classroom teacher to ensure they are not used inappropriately and are in a safe place. Breach of this practice will result in teachers storing the device at the school office and parents being immediately contacted.
- 3.5 While attending school camps and excursions, students are not permitted to take mobile devices.
- 3.6 The school will purchase and maintain enough mobile phones and service contracts to satisfy its needs.
- 3.7 Teachers in charge of school camps / excursions involving students must ensure that they are contactable by mobile phone.
- 3.8 School mobile phones will be monitored to ensure they are used appropriately. See Digital Technologies Policy.
- 3.9 Staff are requested to have their mobile devices turned off during teaching time, assemblies, staff meetings and professional development sessions.
- 3.10 Mobile devices owned by students and staff are brought to school at their own risk. The school's insurance cover will not compensate damaged, lost or stolen personal mobile phones.

4. BUDGET

Not Applicable

5. EVALUATION

This policy was last reviewed by staff and the Education Sub Committee in June 2020 and is scheduled for review in June 2023.