

MOBILE PHONE AND PERSONAL ELECTRONIC DEVICES POLICY

For the purposes of this policy, 'mobile phones', other electronic communication devices (including smart watches), and associated listening accessories, such as, but not limited to, headphones and earbuds.

A number of parents/guardians wish to provide their children with mobile phones and personal electronic devices for safety, security and/or emergency purposes. This policy details the conditions under which mobile phones and personal electronic devices are permitted at Narrogin Primary School.

1. Students will only be permitted to bring a mobile phone or a personal electronic device onto school premises for safety, security or emergency purposes (i.e. for contacting parents after school to arrange pick-up).
2. Parents/guardians who want their child bring a mobile phone or personal electronic device to school, must complete an 'Application for Student Use of a Mobile Phone or Personal Electronic Device' form (Attachment 1).
3. Parents/guardians and students agree to abide by the 'Conditions of Use' set down in this policy.

Conditions of Use

1. Parents/guardians and students must complete an 'Application for Student Use of a Mobile Phone or Personal Electronic Device' form (Attachment 1).
2. Requests will only be approved if required for safety, security or emergency purposes.
3. Mobile phones and personal electronic devices are not to be used from the time a student arrives at school until the conclusion of the school day. ("off and away all day") unless an exemption has been granted in order to monitor a health condition as part of a school approved documented health care plan.
4. Mobile phones and personal electronic devices need to be handed in to the class teacher or administration for secure storage at the beginning of the school day. They need to be collected at the end of the school day.
5. During school hours, instances that require emergency contact with parents must be through the appropriate staff member or a member of administration.
6. The school does not accept responsibility for any theft, loss or damage of mobile phones or personal electronic devices.
7. Under no circumstances are mobile phones or personal electronic devices to be used for recording images, video or sound on school grounds.
8. Use of a mobile phone or personal electronic device without an approved 'Application for Student Use of a Mobile Phone or Personal Electronic Device,' or use contrary to this policy, will result in the phone or device being immediately confiscated and kept by the school administration. The parent/guardian of the student will be contacted and will need to attend the school to collect the mobile phone or handheld device from administration. If an agreement is in place, this agreement will be cancelled and counter-signed by the parent and student. No new agreement will be considered until the beginning of the following term.

**Attachment 1: Application for Student Use of a Mobile Phone or Personal Electronic Device
(Including Smart Watches)**

Student's Name: _____ Year: _____

Parent's Name: _____ Contact No: _____

- I wish to apply for permission for my son/daughter to bring to school a (please tick):
 - Mobile Phone
 - Personal Electronic Device
 - Other _____
- I confirm that this mobile phone or personal electronic device is for safety, security or emergency purposes only.
- We (*parent/guardian and student*) agree to the conditions set down under the 'Conditions of Use' and understand that violation of the policy and 'Conditions of Use' may result in a loss of privilege to have a mobile phone or personal electronic device at school.

Parent Signature: _____

Student Signature: _____ Mobile No: _____

Date: _____ APPROVED ☐ Principal: _____