

## **MOBILE PHONE AND HANDHELD DEVICES POLICY**

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

1. Students will only be permitted to bring a mobile phone or handheld 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 let their child bring a mobile phone or handheld device to school, must complete an 'Application for Student Use of a Mobile Phone or Handheld 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 Handheld Device' form (Attachment 1).
2. Requests will only be approved if required for safety, security or emergency purposes.
3. Mobile phones and handheld devices must be turned off during school hours, and are to remain in the bag of the student at all times. They may only be turned on out of school hours.
4. During school hours, instances that require emergency contact with parents must be through the appropriate staff member or a member of administration.
5. Mobile phones and handheld devices are not to be used by other students.
6. The school does not accept responsibility for any theft, loss or damage of mobile phones or handheld devices.
7. Under no circumstances are mobile phones or handheld devices to be used for recording images, video or sound on school grounds.
8. Use of a mobile phone or handheld device without an approved 'Application for Student Use of a Mobile Phone or Handheld 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. The 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 Handheld Device

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
  - Handheld Device
  - Other \_\_\_\_\_
- I confirm that this mobile phone or handheld 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 handheld device at school.

Parent Signature: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Mobile No: \_\_\_\_\_

Date: \_\_\_\_\_ APPROVED ☐ Principal: \_\_\_\_\_