

Freeling P-7 School

DIGITAL TELECOMMUNICATIONS DEVICE POLICY



RATIONALE

Digital telecommunication devices are important modern day communication tools. They can easily be improperly used, lost, damaged or stolen and must therefore be effectively managed by students, parents and staff.

The school office remains the appropriate point of contact during the school day. We will ensure your child is reached quickly and assisted in an appropriate way.

OUR VALUES

Respect - We show respect by speaking and acting with courtesy. We treat others with dignity and honour the rules of our family, school and nation. Respect yourself, and others will respect you.

Responsibility - Being responsible means others can trust you to do things with excellence. When you make a mistake, you offer amends instead of excuses. Responsibility is the ability to respond ably and to make responsible choices.

Trust - Trust is having faith in someone or something. It is a positive attitude about life. You are confident that the right thing will happen without trying to control it or make it happen. Even when difficult things happen, trust helps us to find the gift or lesson in it.

Honesty - Honesty is being truthful and sincere. It is important because it builds trust. When people are honest, they can be relied on not to lie, cheat or steal. Being honest means that you accept yourself as you are. When you are open and trustworthy, others can believe in you.

DEFINITIONS

Digital telecommunication devices include:

- **Mobile phones**
- **Smart phones**
- **Ipods**
- **Ipads**
- **Tablets**
- **Smart watches**
- **Any device that can communicate to other devices**
- **Any device that can take digital photographs**

RESPONSIBILITIES

STUDENTS:

- Personal telecommunication devices are brought to school at entirely their own risk. The school will not be involved in disputes and/or investigations over damage, loss or theft. If a student brings a device to school, it is his/her own responsibility.
- Are not to have telecommunication devices in their possession during school hours.
- Will pass their devices to their classroom teacher or the front office at the beginning of the school day to be stored.
- Will ensure that their devices are turned to silent or off.
- Will collect their devices from their classroom teacher or the office at the end of the day.

PARENTS and CARERS:

- When participating in learning spaces, adults have their devices switched to silent to avoid disruption to learning.
- Take or make phone calls outside teaching learning areas.
- Attempt to take photographs of only their own children. In the instance that a photograph includes children other than your own, they must not be uploaded to social media or the internet.

STAFF:

- Personal telecommunication devices are brought to school at entirely their own risk. The school will not be involved in disputes and/or investigations over damage, loss or theft. If a student brings a device to school, it is his/her own responsibility.
- Ensure devices are to be switched off or turned to silent in class and during scheduled school meetings.
- Personal phone calls are not be taken or made while staff have duty of care for students – in the classroom or on yard duty.
- Will contact parents and care givers if students are found to not be following this policy.

RESPONSES

If a student is found to not be following this policy staff will:

- Confiscate the device and securely store it until the end of the school day.
- Communicate with parents or caregivers about the incident.
- Reinforce the procedures of this policy.

Documented Processes

This policy was developed with reference to the following documents:

The Department for Education mobile communication devices policy

The Department for Education 'Protective Practices for staff in their interactions with young people'

Monitoring and review

This policy has been developed in accordance with the DECD Policies (outlined above), and in consultation with Freeling Primary School Staff and Governing Council. This policy has been approved by the Governing Council and will be reviewed every year.