

# North Adelaide Primary School Electronic Devices Policy

*We recognise the need for students, staff, volunteers and families to have personal electronic devices at school. Thus there are a number of expectations that need to be met..*

## EXPECTATIONS

### Students :

- **Students who need to contact their parents urgently should ask to use the phone in the office.**
- Students require written permission to bring electronic devices to school (see attached pro forma)
- Students bring electronic devices to school at their own risk.
- All electronic devices must be turned off on arrival at school and remain off during the school day.
- Electronic devices must be kept in school bags.
- The school takes no responsibility for electronic devices brought to school.
- The use of mobile phones or other **personal electronic devices** to take photos, or video images or make audio recordings is not permitted at any time.
- Use of mobile phones during school hours or at official school functions will result in the phone being confiscated for the remainder of the day. Continued inappropriate use will result in meeting with parents to review permission for having a mobile phone at school.

### Staff :

- Teachers are to revisit the policy at the beginning of each school year and distribute the permission notes to their class.
- Mobile phones or other electronic devices are to be switched off or on silent during meetings, playground duty and class sessions, so there is no distraction to colleagues and students.
- The school mobile phone will be available as an option for the staff to use during excursions (please recharge on returning to office).
- Staff need to model appropriate etiquette

### Parents/Visitors :

- **Parent contact with students can be made via the school landline and messages accessed through the class teacher or front office. Parents are not able to speak to their child directly.**
- Parents need to agree to the conditions of the policy and complete a permission form (see attached pro forma) for their child to bring a mobile phone or personal electronic devices to school.
- Parents and visitors are asked to turn their phones off or to silent when volunteering in classrooms or attending assemblies and meetings so that there is no disruption to the school's programmes.

# NORTH ADELAIDE PRIMARY SCHOOL

## MOBILE PHONE, ELECTRONIC DEVICES PERMISSION FORM

Name of student \_\_\_\_\_

Room Number \_\_\_\_\_

We have read and understood the **North Adelaide Primary School Electronic Device** Policy (attached) regarding acceptable use of mobile phones and electronic devices.

I give permission for \_\_\_\_\_ (student's name) to have an electronic device or mobile phone at school for health and/or safety reasons, for use when travelling to and from school. I agree with the consequences, should the electronic device belonging to my child cause a disruption or is used inappropriately.

The number of the mobile phone is \_\_\_\_\_

Name of Parent/Guardian \_\_\_\_\_

Signature of Parent/Guardian \_\_\_\_\_

### Student Declaration

I, \_\_\_\_\_ (student's name) have read and agree to the conditions in the Electronic Device Policy. I understand that a mobile phone/personal electronic device cannot be used while at school, or at an official school function. I accept that if I break these conditions my mobile phone/electronic device can be confiscated and my parents contacted.

Student's Signature \_\_\_\_\_

Date \_\_\_\_\_