



## ELECTRONIC DEVICE POLICY

### **RATIONALE:**

The core business of our school is to promote and support teaching and learning in a safe environment free from unnecessary disruptions. We recognise that electronic devices offer a service to families in that some devices ease safety and communication concerns for students before or after school. During school hours however, there are issues surrounding security, interruptions, equity, harassment & bullying and taking and displaying of images, that surround the use of electronic devices that take photos/videos. We therefore strongly discourage students bringing electronic devices to school unless they are done so under the parameters of this policy.

### **WE BELIEVE**

- Students, staff, parents, visitors and volunteers should not be distracted from learning and teaching by the use, misuse and care of electronic devices during school, school camps and excursions.
- Emergency communications for students and parents are not impeded through the School's electronic device policy. Students can make and receive phone calls through the school landline in an emergency.

### **ACTION**

- 1.1. Students are strongly discouraged from bringing electronic devices to school unless it is for a specific learning task planned and programmed by a teacher (any learning task using electronic devices will be communicated to parents/carers via a letter home from the teacher or school leadership).
- 1.2. Families are reminded that in case of emergency the school office remains a vital and appropriate point of contact on 82643527 and can ensure your child is reached quickly and assisted in any appropriate way.
- 1.3. In emergencies or for other important reasons, students can seek permission from their teacher to contact their families or carers using the school landline in the office or classroom.
- 1.4. Electronic devices brought to school are entirely at the owner's risk. They must be turned off and kept in the student's bag. No device is to be used at any time during the school day.
- 1.5. The school will not be involved in disputes and/or investigations over damage, loss or theft of electronic devices brought to school.
- 1.6. Students, who breach the policy will be subject to the consequences outlined in our Student Behaviour Code.
- 1.7. Electronic devices can not be used as cameras at school; this is to protect the privacy of our students. Digital cameras are provided for each class.
- 1.8. Staff and visitor's mobile phones are not to be used during teaching times except in an emergency or if pre arranged with the Principal.
- 1.9. All staff and visitor's mobile phones will be turned off or put on 'silent' during any meetings.
- 1.10. Staff and visitor's personal electronic devices are brought to school at the owner's risk. Neither the school nor ECD can accept responsibility for any loss or damage nor for investigating such.
- 1.11. Staff have access to a school mobile phone when required for excursions or camps.

*It is a criminal offence to use mobile phones or related electronic device to offend, harass or bully another person. The school may consider it appropriate to involve the Police and provide collected devices for evidence.*

### **REVIEW**

This policy will be reviewed by staff and Governing Council every three years, beginning July 2014.

Policy ratified by Governing Council

REVIEW –July 2014