



# Mobile Phone/ Devices Guidelines

Maroubra Junction Public School

## Purpose and Rationale

The widespread ownership of mobile phones and other digital devices, such as smart watches, among students requires that school administrators, teachers, students, and parents take steps to ensure that such mobile devices are used responsibly at school. These Acceptable Use guidelines and procedures are designed to ensure that potential issues involving mobile phones/smart watches can be clearly identified and addressed, ensuring the benefits that mobile phones/smart watches provide (such as increased safety) can continue to be enjoyed by our students.

Maroubra Junction Public School accepts that parents give their children mobile phones/smart watches for personal security and safety. Parents may also be concerned about children travelling alone on public transport or commuting long distances to and from school. It is acknowledged that providing a child with a mobile phone/ smart watch gives parents reassurance that they can contact their child if they need to speak to them urgently.

The Acceptable Use procedures for mobile devices/smart watches does not apply to students during school excursions, camps and extra-curricular activities. Mobile phones/smart watches are not permitted at these activities. When representing the school at sporting activities, the same responsibilities and consequences will be applied as at school.

## Responsibilities – Students and Parents

Students and their parents or guardians should read and understand the Acceptable Use guidelines before students are permitted to bring their mobile phones to school.

It is the responsibility of students who bring mobile devices to school to abide by the guidelines outlined in Maroubra Junction Public School's Acceptable Use procedures.

The school accepts that parents give their children mobile phones to protect them from everyday risks involving personal security and safety.

The decision to provide a mobile phone/smart watch to their child should be made by parents or guardians.

Parents should be aware if their child takes a mobile phone (or other mobile device, such as a smart watch) to school.

## Acceptable Uses of Mobile Phones at School

### *Using mobiles responsibly at school:*

Mobile phones or other mobile devices/smart phones should not be used in any manner or place that is disruptive to the normal routine of the school. Students should not use mobile phones to make calls, send text messages, access the internet, take photos or use other applications during school time. If contact is needed to be made with a parent, it should come from the school office.

Mobile phones/smart watches must not disrupt classroom lessons with ringtones or beeping. Except when mobile devices are being used as part of the lesson plan or with the express permission of a teacher, they should be placed into "silent mode" and kept out of sight during classroom lessons and school activities to minimise distractions.

Texting is a distraction in the classroom and is not permitted during school hours. Parents are reminded that in cases of emergency, the school office (9349 8333) remains a vital and appropriate point of contact and can ensure your child is reached quickly and assisted in any appropriate way. Mobile devices are not to be used in changing rooms or toilets or used in any situation that may cause embarrassment or discomfort to their fellow students, staff or visitors to the school.

### **Cyberbullying:**

Using mobile devices to bully (also known as cyberbullying) and threaten other students is unacceptable and will not be tolerated. In some cases it can constitute criminal behaviour.

Students and parents are reminded that it is a criminal offence to use a mobile phone to menace, harass or offend another person and almost all calls, text messages and emails can be traced.

Mobile phones or other mobile devices must not be used to take photos/video of any other student or teacher without their consent. It is also prohibited to upload photos/video of other students/teachers to social media websites or email photos/videos to others if doing so would embarrass, humiliate or cause discomfort to the subject of the photo/video.

### **Theft or damage:**

To avoid disputes and assist in finding owners, younger students may want to mark their mobile device clearly with their names or an identifying sticker. All students are advised to have their name and another contact number stored on the phone so that it can be more easily returned if lost.

Mobile devices that are found in the school and whose owner cannot be located should be handed to the school office.

Parents are also encouraged to download the 'Find My Phone' app or similar to assist in tracking a student's phone.

Maroubra Junction Public School accepts no responsibility for replacing lost, stolen or damaged mobile devices.

Maroubra Junction Public School accepts no responsibility for students who lose or have their mobile devices stolen while travelling to and from school.

It is strongly advised that students use passwords/pin numbers to ensure that unauthorised phone calls cannot be made on their phones (eg by other students, or if stolen). Students must keep their password/pin numbers confidential.

If a mobile phone is lost or stolen, parents and students are advised to report the loss/theft to their mobile carrier so that they can de-activate the SIM card and block the mobile phone from use across all networks.

### **Consequences of unacceptable and/or inappropriate use**

Students using mobile devices to bully other students will face disciplinary action as sanctioned by the Principal.

Students who infringe the guidelines and rules set out in Maroubra Junction Public School's Acceptable Use guidelines could face having their mobile devices confiscated by teachers. The mobile device would be taken to a secure place within the school and the student's parent informed. Appropriate arrangements would then be made for the parents to collect the mobile device.

Repeated infringements may result in the withdrawal of the agreement to allow the student to bring the mobile telephone or digital device to school.

Failure to heed the rules set out in Maroubra Junction Public School's Acceptable Use procedures may result in an alleged incident being referred to the police for investigation. In such cases, the parent or guardian would be notified immediately.

This policy was ratified by School Council on March 21, 2016.

### **Further Information**

Maroubra Junction Public School  
Storey St  
Maroubra NSW 2035

**T 9349 8333**  
**<http://www.maroubrajn-p.schools.nsw.edu.au/>**

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NSW Department of Education and Communities



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I have read and understand Maroubra Junction Public School's Policy for Acceptable Use of mobile phones and other mobile devices at school.

I understand that this form will be kept on file at the school and that the details may be used (and shared with the appropriate authorities, if necessary) to assist in identifying a mobile phone or other device should the need arise (eg if lost, or if the phone or device is being used inappropriately).

I give my child permission to carry a mobile phone (or other device) to school and understand that my child will be responsible for ensuring that the mobile phone is used appropriately and correctly while under the school's supervision, as outlined in Maroubra Junction Public School's mobile phone Acceptable Use Policy.

Parent name (print): \_\_\_\_\_

Parent signature: \_\_\_\_\_

Date: \_\_\_\_\_

Student name (print): \_\_\_\_\_

Mobile phone number: \_\_\_\_\_

Mobile's IMEI number: \_\_\_\_\_

Student signature: \_\_\_\_\_

Date: \_\_\_\_\_