

MOBILE COMMUNICATION DEVICES POLICY

1. Rationale:

1.1 Mobile communication devices (MCD), including mobile phones, are important modern day communication tools, useful in providing a safe and effective school environment. However, they can easily be improperly used, lost or damaged and must therefore be effectively managed.

2. Aims:

2.1 To utilise the benefits of MCD whilst managing the problems they can potentially cause.

3. Implementation:

3.1 Students who bring personal mobile phones to school are to leave them at the office before 9.00am and then collect them after 3.30pm

3.2 Teachers in charge of all excursions and trips involving students must ensure a mobile phone accompanies each trip and the office has the contact phone number.

3.3 Students are not to use the school's phones without permission directly from the Teacher in Charge.

3.4 The school does not accept responsibility for lost or damaged student MCD.

3.5 Students' MCD are not to be brought on school camps or excursions.

3.6 MCD must not cause disruptions to classes or individuals, and must not cause a nuisance to the smooth running of the school.

3.7 Staff are not to use their mobile phones for personal use during class time, while on Yard Duty or during staff meetings. Mobile phones must be switched off or to silent during these times.

4. Evaluation:

4.1 This policy will be reviewed as part of the school's three-year review cycle. This policy was ratified by School Council on 25th October 2017.