



# Toora Primary School

## PERSONAL MOBILE DEVICES POLICY

### PURPOSE

To explain to our school community Toora Primary School's policy requirements, and expectations regarding the safe and appropriate use of personal mobile devices by students, at school or during school activities.

### SCOPE

This policy applies to:

1. All students at Toora PS and,
2. All personal mobile devices that have not been approved by Toora PS and/or classroom teacher for the purpose of carrying out and engaging in the teaching and learning of the curriculum.

### DEFINITIONS

**Personal mobile devices** are portable computing and communication devices such as smartphones, tablet computers and smart watches.

### POLICY

Toora PS understands that students may bring a personal mobile device to school, particularly if they are travelling independently to and from school or to extra-curricular activities.

- During school hours, personal mobile devices must be switched off, left with the classroom teacher or office

#### Personal mobile device use

Personal mobile devices must not be used:

- during class or assemblies or in any way that disrupts the learning of others
- to send inappropriate, harassing or threatening messages or phone calls
- to engage in inappropriate social media use including cyber bullying
- to capture video or images of people, including students, teachers and members of the school community without their permission

Students who use their personal mobile device inappropriately at school may be issued with consequences consistent with our school's *Student Wellbeing and Engagement* and/or *Bullying* policies.

In some circumstances, students' personal mobile devices may be confiscated and stored securely at the principal's office. In these circumstances, the mobile device will usually be returned to the student or their parent/carer at the end of the school day.

Students **are not** permitted to access their personal mobile devices during lunchtime or recess, unless they have sought and been granted permission from a supervising teacher or have been granted an exemption to this Policy by the Principal.

## Insurance

Students are responsible for their personal mobile device. Please note that Toora PS does not have accident insurance for accidental property damage. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items, including personal mobile devices that may be brought to school. Students are responsible for items brought to school.

## Camps and excursions

In most circumstances, students will not be allowed to bring their personal mobile device on overnight school camps or excursions. Toora PS will provide students and their parents and carers with information about items that can be brought to special activities and events, including personal mobile device.

## REVIEW PERIOD

Recommended review cycle 3-4 years.

This policy was last updated on 19/8/2019 and is scheduled for review on 19/8/2023.