



**PADSTOW PARK  
PUBLIC SCHOOL**

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## **Padstow Park Public School Mobile Phone/ Device / Social Media Policy 2018**

This policy will address the use of mobile phones, portable tablet devices, recording devices and cameras within the grounds of Padstow Park Public School. This policy will extend to excursions, camps and sporting venues. This policy has been adapted from the Department of Education's Legal Issues Bulletin March 2013 No. 35. **Student Mobile Phone Usage.**

Whilst we understand mobile phones are an excellent way of being able to communicate with your child(ren), and it ensures a degree of safety when travelling to and from school, it is our responsibility to ensure students use their mobile device in an appropriate manner.

In the rare event of students needing to contact parents or caregivers for essential conversations, the student will be able to use the school phone system in the office. If a need arises parents can contact the school and leave a message for their child, or if needed, the student can be asked to call the parent back.

All student mobile phones will be securely stored in the office during the school day.

### **Mobile phones at school, excursion, camp or other Padstow Park Public School events:**

- Students requiring a mobile phone or device for before and after school use are required to present the phone/device to the office upon arrival and it is the responsibility of the student to collect their device from the office at the completion of each day.
- Students who fail to comply with presenting their mobile phone may be given a behaviour warning note as a result.

### **Mobile devices at school:**

- On BYOD (Bring Your Own Device) occasions all devices should be presented to the teacher for safe keeping until lessons are in progress.
- Appropriate use of research items to be undertaken by students.
- Care and responsibility of the device is the student's responsibility.
- BYOD devices are to be used within the classroom space and in view of the teaching staff.
- Students are to respect and understand the consequences of inappropriate use of their devices.
- All devices should be charged and in working order before use.
- All devices should be labelled appropriately.
- All devices should have protective covers/cases installed.

## **Inappropriate use of mobile phones, tablets, iPod and similar devices including and is not limited to:**

- Using it in a way that disrupts or is likely to disrupt the learning environment or interfere with the operation of the school.
- Bullying or intimidating or otherwise harassing other children/adults through SMS or text messaging or through photographic, video or other data transferring system available on the phone e.g. Snapchat, Instagram, Facebook, music.ly, etc.
- Recording conversations, including lessons, without the knowledge and permission of the teacher or those involved in the conversation.
- Downloading or otherwise accessing inappropriate material on the internet.
- Filming of fights or other criminal behaviour involving students that occur at school, during school or on the way to and from school.
- Using it in way that threatens or is likely to threaten the safety or wellbeing of any person.

## **Consequences of inappropriate use of a mobile phone or mobile devices**

- Applying the code of conduct consequences for behaviour may result in a Behaviour Warning, Caution of Suspension or Suspension Notice.
- Referring the matter to the police.
- Confiscating the device from the student during the school day. The student's device will be able to be collected from the office at the completion of the school day or event.

The school reserves the right to check a student's device for inappropriate content; Padstow Park Public School reserves the right to confiscate the device in order to confirm such content. Any viewing of the material will be undertaken in the presence of the student and or their parent/s if needed.

## **Parent use of mobile devices**

- No photograph, videos or recordings taken inside and not limited to: bathroom areas of the school, assemblies, excursion venues, camp, swimming scheme or carnival venues.
- Parents taking photographs, videos or recording should endeavour to have only their own child within focus of the picture.
- Seek permission from other parents if the images, videos or recording have recognisable images of other students that can be identified if you intend on posting these images on a social media site.
- Read or research venue requirements for flash, video or recordings of images, performances and or school events before taking such action.
- Obey instructions from venue management regarding mobile devices.
- Seek permission prior to commencement, if interviews are needed to be recorded.