



Personal Mobile & Electronic Devices Policy

21st February 2025

The use of mobile and other electronic devices is **restricted** under the terms of this policy.

Rationale

Malvern Springs Primary School (MSPS) acknowledges that:

- Mobile *personal electronic devices* have become an important and invaluable part of our modern lifestyle.
- Possession of these devices provides a sense of safety and security for all members of the school community, especially to students and their families while travelling to and from school.
- This policy is developed in conjunction with the Department of Education (DOE) Mobile Phone and Behaviour in Schools Policy documents.

Purpose

This policy is to clarify the responsibilities of students and parents regarding the use of personal electronic devices, including mobile phones, at the school to ensure that the use of these devices does not disrupt the learning environment.

IMPLEMENTATION

Students

- Mobile devices including smart watches may be brought to school by students who may need to maintain contact with parents due to out of school time commitments, health issues, travel or safety.
- Mobile devices are to be switched off and handed to the classroom teacher to be secured at the beginning of the school day. They will be returned to students at the end of the school day.
- Smart watches can be worn by students to tell the time but must be in "School Mode". It is a parent's responsibility to ensure smart watches are switched to "School Mode".
- Photos and video recordings are not to be taken on student's mobile devices on the school site. Students caught doing so will be subject to the DOE Behaviour in Schools Policy.
- No mobile devices will be allowed during excursions or camps (unless otherwise authorised). Contact must be made through the school to the teacher in charge of the excursion or camp.
- Any devices used inappropriately by a student will be removed from the student and secured in the Administration Office. Parents will be contacted and asked to collect the device from Administration. Students will receive a consequence in line with the MSPS Behaviour Management Policy for inappropriately using a mobile device or other electronic device. Students will also be subject to the school's Good Standing Policy.
- School staff will not be responsible for the loss or damage of mobile devices brought to school by students.

Parents

To ensure there is no disruption to the teaching and learning program, parents will be asked to turn mobile devices off or place on silent mode when volunteering in classrooms. Whilst attending assemblies and school-based meetings, personal electronic devices should also be turned off or to silent.

It has always been Malvern Springs' practice, when necessary, to pass on important messages to students throughout the day. This can be done by phoning the office and requesting that the message be given to the child.