



# St. Andrew's Primary School

36 Breakfast Road, Marayong, N.S.W.

P.O. Box 4010 Marayong, N.S.W. 2148

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[www.standrewsprimary.parra.catholic.edu.au](http://www.standrewsprimary.parra.catholic.edu.au)

## ***Acceptable Use Policy For Student Mobile Phones & Smart Watches***

### **Mobile phone Definition:**

A mobile phone is a wireless handheld device that allows users to make and receive phone calls and text messages. It can also be used to connect to a wifi network/data plan to access the internet or applications, or as a recording or media device.

### **Smartwatch Definition:**

A smartwatch is a wearable computing device that closely resembles a wristwatch or other time-keeping device but has mobile phone functionality.

If the student can use the watch's interface to do **any** of the following then the smartwatch must be managed using the mobile phone and Smartwatch Acceptable Use Policy:

- initiate and answer phone calls like a mobile phone
- read and send either SMS/text or email
- any form of recording media - video, image, audio
- use social media or other apps
- listen to music

A smartwatch such as a fitness tracker (fitbit), or similar does not need a contract as long as it does not include any of the features mentioned above.

### **1.0 Purpose:**

As a communication device mobile phone/smartwatches offer students, and their parents, many advantages in terms of ease of communication and sense of personal safety. This policy is designed to ensure that potential issues can be clearly identified and addressed.

In order for students to bring a mobile phone/smartwatch to school, the student and their parents or guardian must first read, understand and agree to the Acceptable Use Policy for Student Mobile Phones. They must complete a Mobile Phone Approval Form each year for approval by the school Principal.

### **2.0 Rationale:**

There is ever-increasing concern about children travelling alone on public transport or commuting long distances to school. It is acknowledged that providing a child with a mobile phone/smartwatch gives parents reassurance that they can speak to their child during this journey. There is a need, however, to set clear guidelines about their use.

### **3.0 Aim:**

This Policy aims to establish guidelines for the use of student mobile phone/smartwatches within the school environment and aims to set out the responsibility of staff, parents and students.

#### **4.0 Responsibility:**

- It is the responsibility of the student who brings the mobile phone/smartwatch onto school property to adhere to the guidelines outlined in this policy. The decision to provide a mobile phone/smartwatch to a child should be made by parents or guardians who should also clearly understand the conditions under which this is permitted (as per the policy and the Mobile Phone Approval form).
- It is the responsibility of the child to ensure that the mobile phone/smartwatch is lodged with the class teacher at the beginning of the day and is collected prior to dismissal in the afternoon, or when the child leaves for the day.
- While all care will be exercised, no responsibility for loss, theft or damage of student mobile phone/smartwatches will be taken by class teachers or the school.

#### **5.0 Implementation:**

- Parents are required to complete the approval form which states the perceived need for their child to bring a mobile phone/smartwatch to school. Approval is not automatic, and may be reviewed and/ or revoked throughout the year.
- All student's mobile phone/smartwatches brought to school must be clearly labelled with the student's name and class.
- Class teachers will collect mobile phone/smartwatches from students at the beginning of the school day. These will be returned at afternoon dismissal or when the student leaves for the day. Staff on morning and afternoon duty will monitor any student use of mobile phone/smartwatches whilst on the school premises.
- The Compass Portal and school website will be a means of communication with parents about any policy alterations.

#### **6.0 Acceptable Use:**

- Parents and guardians are reminded that the school office remains the only acceptable point of contact between parents and students during the day.
- Parents are not to contact students directly via mobile phone/smartwatches (via SMS or direct call) regarding any changes to travel arrangements. In the interests of student safety, contact must only be through the school office so that relevant staff members are aware of changes, and that these are recorded and verified.
- Mobile phones/smartwatches are to be switched off and handed to the class teacher prior to the commencement of classes for the day. They are to be collected at afternoon dismissal or when the student leaves for the day.
- Mobile phones/smartwatches must not be lent or given to any other student.
- No student is to use their mobile phone/smartwatch as a recording device (audio, still photo or video) at any time while on school premises.
- No student mobile phone/smartwatches are permitted on excursions. The school office is able to contact staff to relay messages to students if this is deemed necessary. If a phone is held by a teacher due to a breach of school policy the teacher will contact the parent to discuss the issue.

- Students bring mobile phone/smartwatches to school at their own risk – the school and school staff will not accept any responsibility for any loss or damage to mobile phone/smartwatches or for investigating loss or damage.
- Any misconduct, regarding mobile phone/smartwatch use, may result in the Principal revoking a student's privilege of bringing a mobile phone/smartwatch to school.
- Any student found to have brought a mobile phone/smartwatch to school without the appropriate approval, or who fails to comply with the conditions under which approval is granted (as stated in this policy), will be referred to the Principal.

## **7.0 Budget**

A budget is not required for this policy.

## **8.0 Evaluation**

The Principal will delegate responsibility to the Leadership Team to upkeep this policy. All staff will be responsible for the planning, implementation and review of this policy.



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## Mobile Phone & Smartwatch Permission Form:

Child's Name: \_\_\_\_\_ Class: \_\_\_\_\_

I \_\_\_\_\_ give approval for my child \_\_\_\_\_  
to bring their mobile phone/smartwatch to school.

The device is a  Mobile phone and/or  Smartwatch

I understand that the school takes no responsibility for loss, theft or damage of my child's mobile phone/smartwatch.

I understand that any messages regarding the transportation home of my child must come directly through to the School Office.

My child requires this phone because:

\_\_\_\_\_  
\_\_\_\_\_

I understand that any misuse of this mobile phone/smartwatch, by my child, may result in this approval being reviewed by the school Principal.

\_\_\_\_\_  
**Parent or Guardian Signature:**

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

\_\_\_\_\_  
**Approval by Mrs Yvette Baird  
(Principal's Signature)**

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