

# Responsible Phone Use Policy



<b>Publication Date</b>	October 2021
<b>Review Date</b>	01 December 2022
<b>Related Department for Education policies, procedures, guidelines, standards, frameworks</b>	Department for Education Student Use of Mobile Phones and Personal Devices guidelines
<b>Related Riverbanks College B-12 policies, procedures, standards</b>	Positive Behaviour Policy BYOD policy, ICT user agreements.
<b>Responsibility</b>	School Leadership and Governing Council

## Rationale

At Riverbanks College B-12 we believe that we are preparing students to thrive in their future world. We understand that mobile phones/devices are going to be a part of this world. As technology continues to evolve and our use of it expands, it becomes more and more important to teach young children to use it responsibly.

Riverbanks College recognises that there are viable reasons for students to bring a mobile phone device to school B-12 including to:

- promote safe and innovative use of phones
- explicitly teach and model responsible mobile phone use
- support students in developing responsible digital citizenship skills
- use phones as a 21st century learning tool
- ensure their safety while travelling.

Families need to be aware that students bring mobile phones to school at their own risk. The school will not take responsibility for lost, stolen, or damaged phones.

## Purpose

We aim to support students to become responsible and effective users of their phones and other forms of technology.

This policy provides guidance to students, staff, and families about responsible use of personal mobile phones devices that students may choose to bring to school.

This policy applies while students are at school or attending an authorised school activity such as an offsite learning experience, during school hours.

## Responsible Use Primary Years R-6

The Department for Education states that primary aged students will not be permitted to access or use their mobile device or personal devices during school hours.

If parents wish for their primary age children to bring a phone to school, then on arrival to school, students must check in their phone at the primary school office and their phone will be stored securely for the day. The student is responsible for collecting their phone at the end of the day.

## Responsible Use Middle Years 7-9

Students are permitted to have their phones with them during the school day.

During class time mobile phones are:

- the student's responsibility, and in their care
- out of sight and on silent during lessons
- or secured in the student's locker.

Students are permitted to access and use their mobile phones during specifically allocated times including:

- recess and lunch breaks
- before and after school
- during lesson time - only when approved by the teacher for learning purposes.

## Student Responsibility

It is the student's responsibility to:

- follow the requirements of the Responsible Phone Use policy and follow all reasonable directions from the school staff including ensuring their phone is kept on silent, and only using phones during lessons when approved by the teacher
- work in partnership with teachers to develop responsible digital citizenship skills
- if permitted to use a mobile phone, do so in a safe, kind, and respectful way and support peers to do the same
- promote the school's values of kindness and belonging through communicating respectfully with others and not using a mobile phone or other personal device to bully, harass or threaten another person
- respect others' rights to privacy and do not take photos, film, or audio records of other people without their knowledge or permission.

If a student repeatedly misuses their phone in class, a member of the school leadership will come to the class and confiscate their phone for the remainder of the day. The student's confiscated mobile phone will be securely stored in the front office and the student will collect at the end of the day. Parents will receive notification of this action via the school's preferred communication platform.

In the event of mobile phone misuse which involves bullying and/or illegal activity, the student's mobile phone is confiscated straight away whilst the incident is being investigated.

If irresponsible phone use becomes an ongoing issue for a student, the school and family may reach an agreement regarding the student losing the right to bring their mobile phone to school.

## Support for Students

Teachers and para-professional staff will model responsible mobile phone use by not using their phone in class unless needed to support learning or safety.

Parents and caregivers will support our responsible use policy by reinforcing these expectations with their children. They will not attempt to contact students during lesson times and contact the front office if they need to get a message to their children.