



# **Mother Teresa School**

## **Mobile Phone and Electronic Device Policy**

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### **Related Policies**

nil

### **Purpose**

This policy provides direction for staff, parents and children on the acceptable use of mobile phones and other electronic devices in the school.

### **Policy**

All children and staff members bringing a mobile phone or other electronic device to school must comply with the following directions.

### **Definitions**

Mobile phones are communication devices capable of sending and receiving voice and text messages.

Electronic devices are those that are battery powered and of considerable value.

### **Procedures**

#### **Staff Members**

- Mobile phones may not be used for communication or entertainment by staff members during teaching time in the classroom or while on playground duty.
- Permission to carry and use a mobile phone for special circumstances can be arranged with the principal.

#### **Children**

- Parents must give written permission for children to bring a mobile phone to school.
- Mobile phones may be taken to the front office for safe keeping with the child's name on the phone.
- Mobile phones and electronic devices may be stored in the child's bag but must be turned off.
- Mobile phones and other devices are not to be used during school hours for text messages, entertainment or conversations.
- The school will not take responsibility for stolen, lost or damaged phones or other devices left in children's school bags.
- If the rules are broken the device will be confiscated and parents asked to collect it from the school.

### **References**

nil

### **Forms**

Parent Information and Permission

**Mobile Phone Policy**  
**Parent Information and Permission**

**Purpose**

This policy provides direction for staff, parents and children on the acceptable use of mobile phones in the school.

**Policy**

All children and staff members bringing a mobile phone to school must comply with the following directions.

**Definitions**

Mobile phones are communication devices capable of sending and receiving voice and text messages.

**Procedures**

**Staff Members**

- Mobile phones may not be used for communication by staff members during teaching time in the classroom or while on playground duty.
- Mobile phones must be turned off or switched to silent during the day.
- For special emergencies staff has permission to use a mobile phone.

**Children**

- Parents must give written permission for children to bring a mobile phone to school.
- Mobile phones may be taken to the front office for safe keeping with the child's name on the phone.
- Mobile phones may be stored in the child's bag and must be turned off.
- Mobile phones are not to be used during school hours for text messages, games or conversations.
- The school will not take responsibility for stolen, lost or damaged phones left in children's school bags.
- If the rules are broken the phone will be confiscated and parents asked to collect the phone from the school.

**Permission Note**

Having read and accepted the above procedures, I give permission for my child \_\_\_\_\_ to take a mobile phone to school for the following reasons

\_\_\_\_\_

Parent's signature \_\_\_\_\_ Date \_\_\_\_\_