



Umina Beach Public School Acceptable Use of Mobile phones (and similar devices) Policy and procedures – summary pages

PURPOSE: Provides guidance for appropriate student use of mobile phones (and similar devices including smart watches or cameras) at our school. It sets out the shared responsibilities of school staff, students and parents and carers. It also provides a framework to manage potential risks to student safety and wellbeing.

FOCUS: Clearly outline what is considered appropriate use of mobile phones and inappropriate use of mobile phones, in line with definitions established by the NSW Department of Education, outlining reasonable actions/possible consequences for inappropriate mobile phone use at Umina Beach Public School.

SECURING COMMUNITY SUPPORT AND COMMITMENT:

- Staff teach, reinforce and reward appropriate mobile phone use
- Parents read policy documents and conditions of use, supporting their children to understand their expectations as safe, respectful, responsible mobile phone users at UBPS
- Families sign the Parent/Carer Student Mobile Phone Agreement, agreeing to partner with school staff to support their child in engaging appropriately with their device and support school processes, including resolving issues or consequences for inappropriate use.

EXEMPTIONS: Exemptions to any part of this procedure may apply for some students in some circumstances. Parents and carers can request an exemption and apply for a Mobile Phone Pass.

CLARIFY SUPPORT: through PBL lessons, teachers will outline expected behaviour and possible consequences for inappropriate phone use at school. Teachers will align expectations to behaviour expectations set out in the NSW department of education Behaviour Code. The school will reflect clear alignment with department policy such as the *Student Use of Digital Devices and Online Services Procedures* as well as this governing policy and process document.

EXPLICIT EXPECTATIONS: This policy and related school processes will clearly outline expected conditions of student mobile phone use at UBPS as well as clearly define the responsibilities and obligations of students, staff and parents at Umina Beach Public School. By signing the agreement.

Please visit the school's website to read the complete document, **Umina Beach Public School Acceptable Use of Mobile phones (and similar devices) Policy and procedures** or request for a copy to be sent home with your child via the school office.



ACCEPTABLE BEHAVIOUR



Phone off or on silent during school hours



Phone stays in bag



Student discreetly checks phone whilst getting lunch / recess from bag



Student asks permission to send/respond to a parent message



Student alerts teacher if he/she receives a notice /message /image / media from another student that does not align with school policy

POSSIBLE CONSEQUENCES



Soaring Seagull



Dojo points



Positive reinforcement and praise

Examples & possible consequences of acceptable mobile phone use at UBPS



MINOR NEGATIVE BEHAVIOUR



Student has their mobile phone on them (without approved mobile pass)



Phone not off or not on silent



Texting or making calls without teacher permission

POSSIBLE CONSEQUENCES



Participate in a lesson to review expectations (in own time) - Incident recorded



Work with teacher to review contract (in own time) - Incident recorded



Phone handed in to office - student to collect at the end of the day - Incident recorded & parents informed via email



Proactive parent meeting to co-construct behaviour plan to promote acceptable phone use at school

Examples & possible consequences of unacceptable mobile phone use at UBPS



MAJOR NEGATIVE BEHAVIOUR



Showing and/or sharing inappropriate material (derogatory comments, intimidation or material that upsets or offends)



Taking, sharing or uploading videos/photos/recordings relating to staff, students or school



Downloading or accessing inappropriate/offensive material incl. pornographic material



Taking or sharing videos/filming fights or other criminal behaviour involving students or school members)



Using phone to threaten the safety/wellbeing of others or use in a way that is in breach of a law

POSSIBLE CONSEQUENCES



Time out/loss of privilege



Phone handed in to office: parent to pick-up



Police called to investigate serious concern



Formal caution or suspension



Student behaviour contract: may include use of Yonder Pouch

Examples & possible consequences of unacceptable mobile phone use at UBPS



Umina Beach Public School

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A member
of the



Umina Beach Public School Parent/Carer and Student Mobile Phone Agreement (p1)

I have read and understand the information provided within this document regarding appropriate use of mobile phones (and similar devices) at Umina Beach Public School. I have discussed this in detail with my child and I agree to all conditions of use set out in this document. By ticking the boxes below, I indicate understanding and consent:

- Both myself and my child will sign and return this Mobile Phone Agreement, agreeing to all conditions of use. I understand that this document will remain on file at school.
- Both myself and my child will take full responsibility for their mobile phone, including loss, theft or damage (either at school or in travel to and from school), and bring this device to school at own risk.
- My child will keep phone off or on silent and in bag whilst at school.
- My child will not use their device to threaten, bully, intimidate or otherwise harass others
- My child will not share personal, private or confidential material or virus/harmful software.
- My child will only check phone whilst getting recess/lunch from bag.
- My child will only send text/make call after asking the teacher first.
- My child will not access social media apps during school time.
- My child agrees to the consequences of unacceptable phone behaviour, including handing in phone to a teacher if requested, for collection from the office.
- My child understands that non-compliance with this agreement may result in suspension.
- My child will not lend mobile phone to other students whilst at school.
- My child will keep their mobile phone locked and will not share password with others.
- My child will report to a teacher if a student asks them to share/upload personal information, information about another student or school information
- My child (or myself, on behalf of my child) will report to a teacher if they discover content that relates to students, staff or Umina Beach Public School.
- My child (or myself, on behalf of my child) will immediately report any information that has been sent or shared by mobile that is suspicious, harmful, abuse, derogatory, inappropriate or makes them uncomfortable.
- (or myself, on behalf of my child) will not transmit, post or publish photos, video or sound recordings taken at school without the express permission of a teacher.
- Both myself and my child understand that, In line with department of education policy, if school staff have reasonable grounds to suspect that a student has inappropriate material on their phone, they may confiscate and inspect a student's mobile device for the purpose of confirming the existence of inappropriate material.



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Umina Beach Public School Parent/Carer and Student Mobile Phone Agreement (p2)

In signing and returning this document, I give my child permission to carry a mobile phone (or similar device) to school and understand that my child will be responsible for ensuring that the mobile phone is used appropriately and correctly while under the school's supervision, as outlined in this document.

Both myself and my child understand and agree to accept the consequences for inappropriate mobile phone use whilst at school, as set out in this document.

Parent name: _____

Parent signature: _____ Date: _____

Student name: _____ Class: _____

Student signature: _____ Date: _____

Student mobile phone number: _____