



# Marryatville Primary School

## Electronic Device Policy

Date – June 2020

<p><b>Vision</b></p>	<p>Electronic devices will be used appropriately by students, staff and parents.</p>
<p><b>Purpose</b></p>	<p>The increased ownership of mobile phones and smart devices requires that school administrators, teachers, students and parents take steps to ensure that they are used responsibly. This policy is designed to ensure that potential issues can be clearly identified and addressed, ensuring the benefits of mobile phones and smart devices (such as increased safety) can continue to be enjoyed by our community. Teaching and learning are our core business and for this reason, electronic devices should not be disruptive to learning or our duty of care in supervising who our students have contact with during the school day. This policy applies to students, staff and parents during all school activities including school camps, excursions and extra-curricular activities.</p>
<p><b>Policy detail / actions</b></p>	<p><b>Students</b></p> <ul style="list-style-type: none"> <li>• Marryatville PS accepts that parents give their children electronic devices. Parents should be aware if their child takes an electronic device onto school premises.</li> <li>• Student electronic devices must be switched off at the school gate and remained switched off during the school day. They will be left in the student’s bag and are their responsibility. Students who are wearing an internet capable smart watch (or similar device) must show their teacher that it’s communication, recording, messaging, tracking or internet browsing functions are disabled.</li> <li>• Unless permission is granted by school staff, electronic devices are not be used to make calls, send SMS messages, use the internet, take/record/send photos or use any other application during school time.</li> <li>• Students will be advised to keep their device well concealed in their bag to reduce the risk of theft. The school accepts no responsibility for replacing lost, stolen or damaged devices.</li> <li>• <b>Student devices are NOT to be taken into the yard at any break time</b> (with the exception of smart watches that are not internet enabled).</li> <li>• Parents will be reminded that in cases of emergency, the front office is the first point of contact.</li> <li>• Students breaching this policy will be subject to the normal student behaviour management consequences. The student will be instructed to give the device to the teacher for the rest of the day and the parent will be contacted.</li> </ul> <p><b>Staff</b></p> <ul style="list-style-type: none"> <li>• Staff electronic devices should be switched off or turned to silent during lesson times and professional meetings and should be stored out of sight.</li> <li>• Receiving or making personal phone calls and messages should not occur while teachers have duty of care for students either in the classroom, on yard duty or while supervising any activity on or off school grounds.</li> </ul>

	<ul style="list-style-type: none"> <li>• Examples of staff violations relating to electronic personal device usage from the DFE Guidelines “Protective Practices for Staff in their interactions with children and young people” include –  <i>“Correspondence of a personal nature via any medium (eg – phone, text message, letters, email, internet postings, social media) that is unrelated to the staff member’s role.”</i>  <i>“Still/moving images or audio recording of children and young people on personal equipment or kept in personal locations such as car or home that have not been authorised by the site leader.”</i>  <i>“Uploading or publishing still/moving images or audio recordings of children and young people to any location, without parental and site leader’s consent.”</i></li> </ul> <p><b>Parents, volunteers and community members</b></p> <ul style="list-style-type: none"> <li>• Adults who are participating in activities or in learning spaces should have their electronic device switched to silent to avoid disruption to learning and should not take images of students.</li> <li>• Photographs or video taken of children by community members at school community events (assemblies, performances, graduations, concerts etc) must not upload to the internet or publish in any way unless permission is sought from the parents of the children in the image.</li> </ul> <p><b>All members of the school community</b></p> <ul style="list-style-type: none"> <li>• Students, staff and community members with electronic devices should not engage in personal attacks, harass another person, or post private information about another person using SMS messages, taking/sending photos or objectionable images, making phone calls or using social media. Students using electronic devices to bully or harrass other students will face disciplinary action at school. Parents of students affected by any bullying or harassment will be advised to lodge a complaint with their service provider or SAPOL as this type of behaviour contravenes the telecommunications act.</li> </ul> <p><b>It should be noted that it is a criminal offence to use an electronic device to menace, harass or offend another person.</b></p>
Supporting documents/ related items	DFE Guidelines – “Protective Practices for Staff in their interactions with children and young people”
Review	March 2022