



# *Bona Vista Primary School*

## Personal Mobile Devices Policy

### **PURPOSE**

To explain to our school community Example School's policy requirements, and expectations regarding the safe and appropriate use of personal mobile devices by students, at school or during school activities.

### **SCOPE**

This policy applies to:

1. All students at Bona Vista Primary School and,
2. All personal mobile devices that have not been approved by Bona Vista Primary School and/or classroom teacher for the purpose of carrying out and engaging in the teaching and learning of the curriculum.

### **DEFINITIONS**

**Personal mobile devices** are portable computing and communication devices such as smartphones, tablet computers and smart watches

### **POLICY**

[This section of the policy should be amended to reflect the rules that you intend to apply at your school in relation to students using personal mobile devices. Please include information about where students should store their personal device, when they are permitted to access it and rules for appropriate use. Note that the text included below in yellow is a sample only and must be tailored to your school community].

Bona Vista Primary School understands that students may bring a personal mobile device to school.

- During school hours, personal mobile devices must be switched off, and secured in the student's school bag
- Given to the teacher for safe keeping until the end of the school day.

### **Personal mobile device use**

Personal mobile devices must not be used:

- during class or assemblies or in any way that disrupts the learning of others
- to send inappropriate, harassing or threatening messages or phone calls
- to engage in inappropriate social media use including cyber bullying
- to capture video or images of people, including students, teachers and members of the school community without their permission
- to capture video or images in the school toilets, changing rooms, swimming pools and gym
- during assessments.



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Students who use their personal mobile device inappropriately at school may be issued with consequences consistent with our school's *Student Wellbeing and Engagement* and/or *Bullying* policies.

In some circumstances, students' personal mobile devices may be confiscated and stored securely at the school office. In these circumstances, the mobile device will usually be returned to the student or their parent/carer at the end of the school day.

Students **are not** permitted to access their personal mobile devices during lunchtime or recess, unless they have sought and been granted permission from a supervising teacher or have been granted an exemption to this Policy by the Principal.

### **Exemptions**

There may be circumstances in which a student may apply to the Principal for an exemption from this policy on the basis of safety and/or wellbeing requirements particular to that student. If this is the case, please contact [insert relevant school contact].

### **Insurance**

Students are responsible for their personal mobile device. Please note that the Bona Vista Primary School does not have accident insurance for accidental property damage. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items, including personal mobile devices that may be brought to school. Students are responsible for items brought to school.

### **Camps and excursions**

In most circumstances, students will not be allowed to bring their personal mobile device on overnight school camps or excursions. Bona Vista Primary School will provide students and their parents and carers with information about items that can be brought to special activities and events, including personal mobile device.

### **RELATED POLICIES AND RESOURCES**

- *Student Wellbeing and Engagement*,
- Digital Technologies (Internet, Social Media and Digital Devices)
- School Policy and Advisory Guide: [Students Using Mobile Phones](#)
- School Policy and Advisory Guide: [Ban, Search and Seize Harmful Items](#)