Rationale:
Mobile phones are important modern day communication tools, essential in providing a safe and effective school environment. However, they can easily be improperly used, lost or damaged and must therefore be effectively managed.

Aims:
• To utilise the benefits of mobile phones whilst managing the problems they can potentially cause.

Implementation
• Teachers in charge of all excursions, camps and trips involving students must ensure a mobile phone accompanies each trip and a contact number is provided to the office.
• Reimbursement for calls made on private phones for school related matters while on a school camp or excursion may be claimed through the administration.
• In order to minimise classroom disruptions, teachers are requested to have their mobile phones switched off or silenced and not used during class time unless there are exceptional circumstances.
• Students are not to bring personal mobile phones to school unless permission from the Principal has been successfully sought by parents who have outlined the health, safety or personal reasons that justify the student bringing a mobile phone to school. Students’ mobile phones should be named and are to be handed in to the office on arrival at school. They are to be kept in the general office during the day and collected at 3.30 p.m.
• Should a student have a mobile phone at school without seeking approval, the phone will be kept at the office until collected by the child’s parent.
• No student is to take a mobile phone on a school excursion or camp.
• The school does not accept responsibility for lost or damaged student mobile phones.
• The Principal may revoke a student’s privilege of bringing a mobile phone to school.

Outcomes:
• Mobile phones are being used in a constructive way.
• Mobile phones are not disrupting school programs.

Evaluation:
• This policy will be reviewed as part of the school’s four-year review cycle.

This policy was last ratified by School Council on 27th April, 2010
Mobile Phone Permission Form 2012

Student Name: _____________________________
Grade: __________________

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Please fill out below

To be completed by the parent/guardian
My child __________________, of grade ______ has my permission to have his/her mobile phone at school.

Parent Name_________________ Signature _________________________________
Date__/__/___

Student Mobile Phone Number

To be completed by the student
I am aware that my parent/guardian has given me permission to have my mobile phone at school but that my phone is to be left at the office before school and picked up at the end of the school day from the office. I understand this rule and I intend to follow it.

Student Name_________________ Signature _________________________________
Date__/__/___