

	Policy Name:	Mobile Phone Policy	Date of approval:	28/5/2018
	Responsible:	Leadership	Review date:	05/2022



MOBILE PHONE POLICY

1. Purpose

To provide the guidelines for the care and use of mobile phones by students and staff in the Rosebud PS school environment.

2. Outcomes

Appropriate use of mobile phones in the school environment.

3. Implementation

- 3.1 Students who need to carry a mobile phone with them for emergency/security reasons are required to leave the phone at the office during school hours.
- 3.2 Staff are requested to use personal mobile phones only during break times when they are not on duty.
- 3.3 Mobile phones to be turned off during lesson times and meetings.
- 3.4 School mobile phone will be for use on excursions by coordinators for emergency and communication use.
- 3.5 Staff are responsible for the security of personal mobile phones.
- 3.6 School will take no responsibility for the security of student mobile phones.

This policy will be reviewed every 4 years.