1. **Purpose:**

1.1 Mobile phones are important modern day communication tools. Some students are in possession of mobile phones for security or other reasons and it is necessary to have strict guidelines in place.

1.2 A school is not a safe-use and secure place for a mobile phone.

1.3 The school does not support the bringing of a mobile to school.

1.4 All phone applications including, but not limited to, internet email, text, video, music, camera and calls are covered in this policy.

2. **Implementation:**

2.1

- Parental permission to have a phone at school must have been received in writing, together with an acknowledgement of the school guidelines. The required Mobile Phone Policy Form must be completed annually.
- Mobile phones are not to be taken on school excursions and camps. This policy covers school excursions, camps and other extra curricula activities.
- Any phone brought to school without a Mobile Phone Policy Form signed from the parents will be confiscated and directly returned to the parent.
- Mobile phones are not to be turned on during school time without express permission from class teacher or Administration. Any breaching of this rule would see the phone confiscated and subsequently banned from school.
- Mobile phones (even in their dormant state) will not be allowed in class where they can be a distraction and must be switched off and kept in the student’s bag.
- Under no circumstances are mobile phones to be taken out into the playground during recess and lunch breaks. Mobile phones are only to be used before or after school for communication purposes between the student and their parent/carer/guardian.
- Students must display courtesy, consideration and respect for others when using mobile phones.
- In-phone cameras are not to be used at school nor are other student cameras.
- Mobile phones are used at their owners’ risk and are the complete responsibility of the owner (students, parent/carers, staff & visitors) and the school will not take any responsibility for loss or damage or costs associated with their loss or damage.
- The Department of Education and Training does not hold insurance for personal property brought to school. Staff and students should be discouraged from bringing any unnecessary or particularly valuable items to school.
3. **Evaluation:**

This policy will be reviewed as part of the school’s three-year review cycle.

4. **References:**

Related Policies:
KPS Anti Bullying and Harassment Policy
KPS ICT/eSmart Policy
KPS Student Code of Conduct