

## St John's Lutheran School Kingaroy

### Mobile Device Guidelines

St John's Lutheran School recognises that there may be genuine needs for some students to have a mobile phone at school (for example, for safety reasons after school hours). However, students are discouraged from bringing mobile phones to school.

If students need to contact their parents/guardians during the school day for emergencies or other important reasons, they can contact them from the School Office. If parents need to make contact with their son or daughter during the school day, they can ring the School Office and a message will be relayed as soon as possible.

If parents feel that a mobile phone is needed at school on any particular day the following will apply:

- Please "Check-in" the mobile phone with the School Office staff or Teacher on arriving at school at the start of the day.
- The mobile phone needs to be: (1) switched off; and (2) labelled with your name for ease of identification purposes.
- The Office staff will keep the phone safe until the end of the day
- Each student can collect their mobile from the School Office/Teacher at the end of the day.
- Mobile phones should always be stored with the School Office/Teacher, and hence the school takes no responsibility for mobile phones that students bring to the School and are in school bags.
- If a student needs a mobile phone on a regular basis, then a written note of explanation signed by the parent should be given to the relevant classroom teacher.

Mobile phones should not be used in any manner that is disruptive to the normal routines of the School or to other people (this includes the sending and receiving of text messages or pictures). It is inappropriate for mobile phones to be switched on before, during or after school.

Students are prohibited to use mobile phones during field trips, excursions or other associated school activities. Arrangements will be in place for communication with staff members in the case of an emergency.