

# Mobile Phones Policy

## Policy Statement

---

This policy is required to prevent unnecessary disruptions to the educational program at Brunswick East Primary School Outside School Hours Care Service (BEPS OSHC Service) and to protect children, educators, families and visitors from improper use of mobile technology.

### BEPS OSHC Service is committed to:

- ensuring appropriate communication is available to educators in order to manage the supervision and care of children
- promoting the benefits of mobile phones while managing the problems their misuse can create through disruption etc.
- protecting all children, educators, families and visitors from misuse of mobile technology.

## Procedures for Educators

---

- Educators are permitted to use mobile phones at those times of the day where they are not engaged in face-to-face contact with children, i.e. on breaks.
- Educators are permitted to keep their personal mobile phones on them for use during emergencies.
- Educators in charge of excursions involving children will ensure that a functional mobile phone will be present.
- Educators will be kept informed of information relating to the health effects of mobile phone use where possible.

## Procedures for Families

---

- Families seeking permission for their children to bring a mobile phone to school will be asked to reinforce with their children the importance of courtesy, consideration and respect

Approved	February 2016	Review date:	February 2017
----------	---------------	--------------	---------------

for others whenever they are using their phone. In-phone cameras are not to be used on school property.

- Parent volunteers will be requested to ensure that their personal mobile phones are not used when involved with activities or assisting educators with the program.

### **Procedures for Children**

---

- BEPS OSHC Service does not accept responsibility for lost or damaged mobile phones. BEPS OSHC Service does not hold insurance for personal property brought to schools and it will generally not pay for any loss or damage to such property. Children are discouraged from bringing any unnecessary or particularly valuable items to BEPS OSHC Service.
- Children are not permitted to use mobile phones at the program. Parents/guardians needing to contact these children must do so via the BEPS OSHC Service telephone number.
- Children are not to bring personal mobile phones to BEPS OSHC Service unless permission from the OSHC Coordinator has been successfully sought by families who have outlined, in writing, the health, safety or personal reasons that justify the child’s need to for bringing their mobile phone to BEPS OSHC Service.
- Children who have permission from the OSHC Coordinator to bring their mobile phones to BEPS OSHC Service are fully responsible for caring for such items.
- Mobile phones should not be used in any manner or place that is disruptive to the normal routine of BEPS OSHC Service.
- Appropriate action, including parent notification, will be taken against any child who photographs or films other individuals without their consent or who send harassing or threatening messages.
- The BEPS OSHC policy on mobile phones will be made known to educators, children, families, OSHC Management Sub-committee members on a regular basis.
- Any breach of this policy may result in the removal of permission to bring a mobile phone to BEPS OSHC Service if prior permission had been sought.

<b>Approved</b>	<i>February 2016</i>	<b>Review date:</b>	<i>February 2017</i>
-----------------	----------------------	---------------------	----------------------