

# Elliston Area School



## COMMUNICATIONS WITH STUDENTS FROM OUTSIDE THE SCHOOL

Communication between students and people outside of the school are possible using a variety of methods. Our aim is to ensure that communications are legitimate, appropriate and support the good order of Elliston Area School.

## TELEPHONE CALLS TO AND FROM STUDENTS

**Any telephone calls made by students during school hours must be made via the Front Office.**

Telephone calls from families or carers to children can be made to the Front Office. We can confidently assure callers that messages received prior to 3 p.m. will reach their destination.

## MOBILE PHONES IN SCHOOL

Elliston Area School understands that mobile phones offer a service to some families. Safety and communication concerns demand that some students have a mobile phone with them at all times. There are, however, issues associated with mobile phones such as security and interruptions to teaching and learning programmes.

If you require your child to have a mobile phone at school:

- **Advise the teacher that the child has a mobile phone.**
- **Instruct them to keep the mobile phone safe and turned off during lesson times.**
- **Instruct the student to keep the mobile phone out of sight in their bag.**
- **Mobile phones may be on during recess and lunch for the first five minutes and then returned to their bag.**
- **Mobile phones may be used as music devices during quiet study times under direct teacher supervision. The phone must be switched to Flight/Airplane Mode to ensure there is no distraction from an unsecure internet or incoming communication. Music is not to be listened to at recess and lunch times. In some circumstances students who have a mobile phone may be able to use it as a learning tool under the strict supervision of their teacher.**

Should students breach the policy, they will be instructed to lodge the mobile at the front office rest of the day or with the teacher at the time of the incident.

In the event mobile phones are used inappropriately and there are issues around Cyber bullying and harassment, student's phones will be removed and parents caregivers contacted about these issues.

As a community we have a responsibility to keep our students safe and free from harassment at all times.

**Parents caregivers need to be aware that the student remains responsible for their mobile phone, its use, abuse, loss or damage.**

Staff may carry mobile phones on them at all times due to school safety and to carry out school business.

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I,..... (parent or caregiver) acknowledge the Elliston Area School Mobile Phone Policy.

..... (student's name) accepts the conditions of this policy.

.....(signed by parent or caregiver)

