



Waverley Primary School

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STUDENT MOBILE PHONES - EXPECTATIONS & PROCESS -

Dear Parent/Guardian,

We discourage students from bringing mobile phones to school. However, we also understand there are a number of reasons why a student may require a mobile phone, particularly in relation to being contactable both on the way to school and on the way home.

In the event that a phone is brought to school, it is our responsibility to have processes in place to ensure they are secure and also to minimise the chance of phones being used inappropriately to cause harm to other students.

The following steps outline our process when bringing a mobile phone at school:

- 1) Students arrive at school and promptly hand the phone in at the office
- 2) The office staff will put the phone in a secure place
- 3) At the end of the day, the student goes to the office to collect the phone.

Where a student is found to have a phone in class, the teacher will request the student takes the phone to the office to sign in. Where a student does not uphold the expectations and/or follow the school processes on more than one occasion, phones will be held by the principal and parents will be contacted to collect the phone and to discuss expectations and options moving forward.

Thank you in advance for your support.

Regards

Jen Bryan
Principal