



## ST. ANDREW'S CHRISTIAN SCHOOL STUDENT ELECTRONIC DEVICES PERMISSION NOTE

Dear Parents/Carers,

Electronic devices (including but not limited to: mobile phones; smart phones; Apple watch; Ipad and tablets) are not permitted for use at School. If an electronic device is brought to school for a legitimate reason, it must be left at Student Reception in a **small pouch/pencil case** as soon as the student arrives. The school also provides pouches – please see reception if you require one.

Under no circumstances are mobile phone calls or texts to be made, incoming calls received, photos/video taken etc by students at any time they are on the school grounds.

After devices are collected at the end of the day, they are not to be seen by staff or used by students whilst waiting for buses or parents/carers.

Urgent calls can be made by students at Student Reception. If you need to contact your child during school hours, staff can locate your son/daughter.

If you wish your son/daughter to bring an electronic device to school to be left in Student Reception, please complete the permission note below and return it to reception.

**Mrs J Rowe - Principal**

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I give permission for my child/children \_\_\_\_\_  
\_\_\_\_\_ to bring an electronic device to school.

I understand that he/she will hand it into Student Reception when arriving at school and will not be using the device on the school grounds.

I have read the policy summary overleaf.

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Date \_\_\_\_\_

## **ELECTRONIC DEVICE POLICY (INC. CAMERAS)**

Personal electronic devices are not permitted to be used at school. If an electronic device is brought to school for a legitimate reason, a signed permission note is placed on the student's file. The device must be left at Student Reception from 8:30am. If necessary, calls can be made by students at Student Reception.

Electronic devices are not to be used on the school grounds without explicit arrangements with the teacher they are currently with. Penalties will be applied for breaches of this directive.

The following is operational over 1 (one) school year.

- ▶ 1st offence = Electronic device is confiscated plus detention. Parent/Carer called to collect device.
- ▶ 2nd offence = Electronic device is confiscated, 1 (one) day immediate, internal suspension.
- ▶ 3rd offence = Electronic device is confiscated, 1 (one) day immediate, internal suspension. Meeting with the Principal.
- ▶ 4th offence = Electronic device is confiscated. Student removed from class. 3 (three) day external suspension. Enrolment review by Principal.

In all cases electronic devices will be immediately confiscated. Parents/Carers may collect the electronic device from student reception or inform student reception directly that their child may collect the electronic device after 2:55pm that day. (If parents/carers cannot collect the electronic device (and no advice is given), it can be collected by the student after 5 school days, no sooner than 2:55 pm.)