(Please read through and return signed to Vale Park Primary School)

**ELECTRONIC STORAGE DEVICES AGREEMENT (Years R-6)**

**INCLUDING MOBILE PHONE, USB, IPOD, SMART WATCH, ETC.**

(a copy of this agreement is available on our website under the reporting and policies tab)

Students and parents are asked to carefully read and then sign the following agreement.

Vale Park Primary School policy is that students do not bring electronic storage devices or other electronic devices (e.g. mobile phones, USBs, iPods, Smart Watches etc.) to school due to the considerable value of these devices and their size which makes them easy to misplace or lose. We recognise that various devices are able to store student generated material for school, however, as they are possible targets for theft we recommend that students only use USB’s for storage of their school work.

Students using devices for listening to music or communicating with students/others via smartwatches in class as well as for the storage and possible distribution of inappropriate material will have the item(s) confiscated for the day.

**Mobile phones & smart watches must be switched off during school hours and handed to classroom teacher**

Students who inappropriately use their mobile phone or any other electronic device (e.g. Smartwatch) in any of the below circumstances will have their device/s confiscated and placed in the Teacher’s desk or in the Front Office for safe keeping. Electronic devices that have been confiscated can be collected at the end of the day. Students may be required to provide proof of ownership before collecting these items.

Such circumstance include:

* Use as a tool of harassment or bullying
* Listening to music
* Storage &/or the possible distribution of inappropriate material
* Using during school hours or at any school related activity (i.e. excursion etc.)

In some cases school consequences such as suspension or suspension pending exclusion may apply.

While at school students do not have a need for a mobile phone. Outgoing calls can be made from the Front Office. Parents wishing to contact students in an emergency during the day can ring the school and staff will pass on a message or ask the student to contact the parent.

We are, however, aware that parents may provide their child with a phone or smart watch for use while travelling to and from school. If your child has a device for this purpose, it is recommended that you take out insurance for accidental loss of or damage to the device. In this instance, students are required to have the phone turned off while at school and hand it to their classroom teacher for safe storage. Phones should not be left in bags or trays as they may not be secure.

The school will not be able to take responsibility for the loss or theft of any electronic devices brought to school.

**ELECTRONIC DEVICES AGREEMENT**

Inappropriate use of any electronic device out of school hours may also result in school consequences including suspension or suspension pending exclusion applying.

Students and parents are asked to carefully read and discuss the issues in this agreement.

**Student Agreement:**

Student’s Name: Room No

(Full name - please print)

Student’s Signature: Room No

(Year 3-6 ONLY)

**Parental Agreement:**

As the parent(s)/guardian(s) of Year Level Room No

I/We have read the Vale Park Primary School Electronic Storage Device Policy, including but not limited to mobile phones, iPods, USBs, Smart Watches and understand that students are not to bring electronic devices to school.

I/We understand that inappropriate use of any of these devices will result in confiscation of the device.

I/We also understand that if we require our son or daughter to carry any of the electronic devices listed above, they must be switched off during school hours.

I/We understand that the school will not accept responsibility if any of these electronic devices is lost or damaged.

Full name of parent(s)/guardian(s):

(please print) (please print)

Parent(s)/guardian(s) signature/s:

(Parent/guardian to sign) (Parent/guardian to sign)

Date:

*Please provide signatures of both parents and/or guardians where possible.*