



Student use of mobile phones and personal devices during Primary Schools Music Festival (PSMF) activities

Purpose

This policy provides direction to students, staff and families about managing personal mobile phones and other digital devices during Primary Schools Music Festival (PSMF) activities. This policy applies to students of all year levels. For the purposes of this policy, **personal devices** include mobile phones, smart watches and other digital devices that are capable of sending or receiving messages or calls and/or able to connect to the internet, and personal laptops or iPads that are not owned by the PSMF. This policy applies while students are taking part in PSMF activities.

Rationale

With the widespread and increasing ownership of mobile phones and other devices among students it is critical that schools, in partnership with families, provide clear guidance for students to become informed, safe, respectful, and responsible digital citizens.

The aim of this policy is to help promote:

- safe environments with reduced negative impacts of inappropriate use of devices, such as cyberbullying, exposure to harmful content, and critical incidents that involve mobile phones
- environments where teachers can teach, and students can learn, free from distractions caused by the distractions of personal devices
- use of breaks as quality time away from screens, encouraging physical activity, play and meaningful face-to-face connections with peers.

Personal devices at PSMF activities

Students are permitted to bring personal devices to PSMF activities:

- as a measure to ensure their safety while travelling to and from venues
- to enable parents and part-time employers to make contact them outside of school hours.

While students are at PSMF activities, they must comply with any reasonable directions given by staff in line with this policy regarding their personal devices. Use of personal devices must be in line with this policy, and be in a safe, responsible, and respectful way.

Storage of personal devices at PSMF activities

Students will turn devices off or place in flight mode before storing in a personal bag. This includes removing and storing any wearable technology that fits within the definition of this policy, such as smartwatches.

If the student does not comply

Where students use a personal device without an approved exemption, or use it inappropriately, a response will be provided in line with the PSMF's Behaviour, Interactions and Guidance policy.

In the first instance, students will be verbally reminded to turn their personal devices 'off' put the device away in their bag.

Where a student repeatedly and intentionally breaches the requirements of this policy or refuses to follow a PSMF staff member's direction to hand over a personal device, a member of the PSMF leadership team will contact home.

In the event that a mobile phone or personal device is confiscated from a student:

- the PSMF staff member will inform the student that the device is being confiscated as they have breached the conditions of this policy
- the device will be taken and held by a PSMF staff member for the duration of the PSMF activity or until the issue has been resolved.

Internet connection for personal devices

Mobile phones or personal devices of students, staff or the wider community are not permitted to connect or attempt to connect to digital networks hosting the PSMF activity.

Responsibility for mobile and personal devices

At all times, the individual owner remains solely responsible for the safety and security of their device. All students are to ensure devices are secure at all times. Unless in the act of confiscating a device (see above) students will not be asked to place their device in a communal space, draw or container (etc).

Roles and responsibilities

Manager

Will ensure that:

- the policy is clearly communicated and accessible to the PSMF community and regularly reviewed
- the policy is enforced and incidences of non-compliance are reported and responded to in a timely manner
- secure storage is available for any devices that are confiscated
- processes are in place for monitoring internet and school network connections
- approved exemptions are documented and communicated to relevant staff
- modelling and promotion of safe, responsible and respectful use of mobile phones is demonstrated by PSMF staff
- reporting and responding to incidents of inappropriate use of personal devices is in line with Department policy and procedures and any legislative requirements.

PSMF staff

Will ensure that:

- the delivery of learning opportunities and maintain a safe and productive learning environment
- reporting and responding to incidents of inappropriate use of personal devices are in line with this policy and the PSMF's Behaviour, Interactions and Guidance Code
- students who are given permission to access their personal device use it appropriately and only for the specified purpose, immediately store their personal devices away
- modelling and promotion of safe, responsible, and respectful use of mobile phones.

Students

Will:

- comply with the requirements of this policy and follow all reasonable directions from the PSMF staff

- switch all personal devices off, or into flight mode, on arrival to rehearsals/workshops and performances and store as specified in this policy
- when permitted to use a mobile phone or personal device, do so in a safe, responsible, and respectful way and support peers to do the same
- communicate respectfully with others and not use a mobile phone or other personal device to bully, harass, or threaten another person
- respect others' rights to privacy and not take photos, film, or audio records of other people without their knowledge or permission.

Parents

Will ensure that:

- students are supported to make informed decisions about mobile phone use in the context of this policy
- students understand the consequences of non-compliance with the policy
- urgent communication with students occurs via appropriate PSMF staff channels (e.g., if a student needs to be collected early)
- students are aware of PSMF personnel and services in the event of an emergency or issue of concern.

Supporting links

[Festival of Music Behaviour guidance code](#)

Communication and review

Outline:

- the policy is published on the Festival of Music website and provided as part of the annual policy pack for students and families to sign
- this policy will be reviewed annually by the PSMF Team.

Questions, concerns, and further information

This policy has been implemented by the PSMF in line with the Department for Education 'Student use of mobile phones and personal devices policy'. You can find more information about this policy, and links to further resources for parents about personal devices and online safety, on the department's website:

[Mobile phones and personal devices at school \(education.sa.gov.au\)](http://education.sa.gov.au).

If you have any questions or concerns about the department's policy, you can contact the department at:

Email: education.customers@sa.gov.au or submit an [online feedback form](#)

Phone: Free call: 1800 088 158