



**Sutherland  
Public School**

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## Dear Parents and Carers,

Our school recognises the educational value of digital devices and online services in supporting student learning and wellbeing. However, we are also aware of the potential harm that can arise from their inappropriate use. As such, we aim to guide our students in using these devices in a safe, responsible, and respectful manner.

### Our School's Approach

Phones and devices (including smart watches) are to be **off and away** upon entering the school grounds. This means that students must turn off their phones and devices and place them in their school bags as soon as they arrive. **Smart watches** are also included in this policy. The only exception is that students may use their phones at the entry gate to contact parents and let them know they have arrived. Devices should not be used for any other purpose during the school day.

This "off and away" rule extends to offsite activities, where all phones and devices (including smart watches) must remain turned off and placed away in students' bags during excursions.

If a student brings a phone or any other device to school, they do so at their own risk.

### Exemptions

In certain exceptional circumstances, exemptions may apply. Parents and carers can request an exemption, which will be considered on a case-by-case basis. Exemptions may be granted when required by law or at the principal's discretion.

### Consequences for Inappropriate Use

If a student uses a phone or device inappropriately, the following actions may be taken:

- The device (phone or smart watch) may be collected and returned to the student or their parent/carer at the end of the school day.
- Digital access at school may be restricted.
- School disciplinary actions will be applied in line with our Behaviour Flowchart.
- In serious cases, the matter may be reported to the police.

### Contact Between Students and Parents/Carers During School Hours

If a student needs to contact a parent or carer during the school day, they should not use their personal device. Instead, they must approach a staff member to request that a message be relayed or to ask for permission to use the school's phone.

Parents and carers are also asked to contact their children only through the school office during school hours. This ensures the highest level of safety and wellbeing for our students.

Thank you for your support in maintaining a safe and focused learning environment.