



# WARRAGUL NORTH PRIMARY SCHOOL

## Mobile Phones and Personal Mobile Devices Policy

### **PURPOSE:**

To explain to our school community the Department of Education and Training's and Warragul North Primary School's policy requirements and expectations relating to students using mobile phones and other personal mobile devices during school hours.

### **SCOPE:**

This policy applies to:

1. All students at Warragul North Primary School and students' personal mobile phones and other personal mobile devices brought onto school premises during school hours, including recess and lunchtime.
2. Wearable devices, iPads and other personal devices are excluded from the policy, however, if they are brought to school, students must switch off all notifications during the school day.

### **DEFINITIONS:**

**A mobile phone** is a telephone with access to a cellular (telecommunication) system, with or without a physical connection to a network

### **POLICY:**

Warragul North Primary School understands that students may bring a personal mobile phone to school, particularly if they are travelling independently to and from school.

At Warragul North Primary School:

- Students who choose to bring mobile phones to school must have them switched off and securely stored during school hours
- Exceptions to this policy may be applied if certain conditions are met (see below for further information)
- When emergencies occur, parents or carers should reach their child by calling the school's office.

### **Personal mobile phone use**

In accordance with the Department's [Mobile Phones Policy](#) issued by the Minister for Education, personal mobile phones must not be used at Warragul North Primary School during school hours, including lunchtime and recess, unless an exception has been granted. Where a student has been granted an exception, the student must use their mobile phone for the purpose for which the exception was granted, and in a safe, ethical and responsible manner.

## Secure storage

Mobile phones owned by students at Warragul North Primary School are considered valuable items and are brought to school at the owner's (student's or parent/carer's) risk. Students are encouraged not to bring a mobile phone to school unless there is a compelling reason to do so. Please note that Warragul North Primary School does not have insurance for accidental property damage or theft. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items.

Where students bring a mobile phone to school, Warragul North Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Warragul North Primary School students are required to store their phones and other devices in the lockable storage provided in their classroom.

## Enforcement

Any student who is found using their mobile phone or having their personal mobile device online during school hours will be in breach of this policy and will be expected to rectify their behaviour to adhere to the policy - this may include but is not limited to removing the item, storing the item securely or having the item taken to the office. As per any other breach of school policy, parents may be contacted and asked to ensure their child adheres to school policy.

Any student who uses their mobile phone or personal mobile device inappropriately during school hours or on school camps & excursions will be managed according to the Student Engagement and Wellbeing policy and Bullying prevention Policy including Cyber Bullying. Some examples of serious inappropriate use include; capturing photos or video of other students or teachers at school or at school events without their consent, displaying inappropriate content to other students, bullying, harassing or threatening other members of the school community or other forms of cyberbullying.

## Exceptions

Exceptions to the policy:

- may be applied during school hours if certain conditions are met, specifically,
  - Health and wellbeing-related exceptions; and
  - Exceptions related to managing risk when students are offsite.
- can be granted by the principal, in accordance with the Department's [Mobile Phones Policy](#).

The three categories of exceptions allowed under the Department's [Mobile Phones Policy](#) are:

### 1. Learning-related exceptions

Specific exception	Documentation
For specific learning activities (class-based exception)	Unit of work, learning sequence

For students for whom a reasonable adjustment to a learning program is needed because of a disability or learning difficulty	Individual Learning Plan
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## ***2. Health and wellbeing-related exceptions***

<b>Specific exception</b>	<b>Documentation</b>
Students with a health condition	Student Health Support Plan
Students who are Young Carers	A localised student record on Compass

## ***3. Exceptions related to managing risk when students are offsite***

<b>Specific exception</b>	<b>Documentation</b>
Travelling to and from excursions	Risk assessment planning documentation
Students on excursions and camps	Risk assessment planning documentation
When students are offsite (not on school grounds) and unsupervised with parental permission	Risk assessment planning documentation
Students with a dual enrolment or who need to undertake intercampus travel	Risk assessment planning documentation

Where an exception is granted, the student can only use the mobile phone for the purpose for which it was granted.

### **Camps, excursions and extracurricular activities**

Warragul North Primary School will provide students and their parents and carers with information about items that can or cannot be brought to camps, excursions, special activities and events, including personal mobile phones.

### **Exclusions**

This policy does not apply to

- Out-of-School-Hours Care (OSHC)
- Out-of-school-hours events
- Travelling to and from school

### **RELATED POLICIES AND RESOURCES:**

- Student Engagement and Wellbeing policy

- Bullying prevention Policy including cyber bullying
- DET policy Ban, Search and Seize Harmful Items
- DET policy Personal Goods – Department policy

**EVAULATION:**

This policy will be reviewed as part of the school's four year review cycle.