

# MOBILE PHONES (STUDENT USE) Policy

## PURPOSE

To explain to our school community the Department's and Mitcham Primary School's policy requirements and expectations relating to students using mobile phones and smart watches during school hours

## SCOPE

This policy applies to:

1. All students at Mitcham Primary School and,
- 2: Students' personal mobile phones and smart watches brought onto school premises during school hours, including recess and lunchtime.

## DEFINITIONS

**A mobile phone** is a telephone with access to a cellular (telecommunication) system, with or without a physical connection to a network. For the purpose of this policy, "mobile phone" refers to mobile phones and any device that may connect to or have a similar functionality to a mobile phone such as **smart watches**.

## POLICY

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

At Mitcham Primary School:

- Students who choose to bring mobile phones to school must have them switched off and they must be handed into the office prior to 8:45am (or upon arrival at school) and can be collected after 3:15pm (or when leaving school)
- Students who wear smart watches must have them switched to 'School Mode'. If one is not available, students must hand the device into the office prior to 8:45am (or upon arrival at school) and can be collected after 3:15pm (or when leaving school).
- Students are not permitted to use smart devices to make or receive calls, send or receive texts or take photographs during school attendance 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 — Student Use Policy](#) issued by the Minister for Education, personal mobile phones must not be used at Mitcham 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 Mitcham 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 Mitcham Primary School does not have accident insurance for accidental property damage or theft. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items. Refer to the [Mitcham Primary School's Personal Property Policy AND/OR the Department's [Personal Goods policy.](#)]

Where students bring a mobile phone to school, Mitcham Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Mitcham Primary School students are required to store their phones at the school office.

## Enforcement

Students who use their personal mobile phones inappropriately at Mitcham Primary School may be issued with consequences consistent with our school's existing Student Wellbeing and Engagement Policy.

At Mitcham Primary School inappropriate use of mobile phones is **any use during school hours**, unless an exception has been granted, and particularly use of a mobile phone:

- in any way that disrupts the learning of others
- to send inappropriate, harassing or threatening messages or phone calls
- to engage in inappropriate social media use including cyber bullying
- to capture video or images of people, including students, teachers and members of the school community without their permission
- to capture video or images in the school toilets, changing rooms, swimming pools and gyms
- during exams and assessments

## Camps, excursions and extracurricular activities

Mitcham 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

- Travelling to and from school
- Wearable devices such as hearing aids or other medical supports (devices must be disabled from cellular networks during school hours)
- iPads and Chromebooks

## COMMUNICATION

Mitcam 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.

This policy will be communicated to our school community the following ways;

- Available publicly on our school's website
- Included in staff induction processes and staff training
- Included in staff handbook/manual
- Discussed at annual staff briefings/meetings
- Included in transition and enrolment packs
- Hard copy available from school administration upon request

## RELATED POLICIES AND RESOURCES

- Student Wellbeing and Engagement Policy
- [Mobile Phones – Department Policy](#)
- [Personal Goods – Department policy](#)

## POLICY REVIEW AND APPROVAL

Policy last reviewed	April 2024
Consultation	Consultation on this policy is not mandatory. School council were consulted on 30.04.24
Approved by	Principal
Next scheduled review date	April 2027