

## MOBILE PHONES AND OTHER PERSONAL MOBILE DEVICES POLICY

### PURPOSE

To explain to our school community the Department's and Willmott Park's policy requirements and expectations relating to students using mobile phones, smart watches and/or I pads during school hours.

### SCOPE

This policy applies to:

1. All students at Willmott Park Primary School and,
2. Students' personal mobile phones smart watches and/or I pads brought onto school premises during school hours, including recess and lunchtime.

### DEFINITIONS

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

### POLICY

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

At Willmott Park Primary School:

- Students who choose to bring mobile phones to school must have them switched off and securely stored during school hours
- Smart watches and/or I pads are not to be used to communicate with parents/carers and/or family members throughout the day
- 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.
- Smart watches and/or I pads are not to be used to communicate with parents/carers and/or family members throughout the day.

**BEFORE BRINGING a MOBILE PHONE TO SCHOOL** an [Appendix to Mobile Phone Policy](#) permission needs to be completed and handed to the office. A discussion will be had with the student in regards to our policy.

### 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 Willmott Park 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 Willmott Park 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 Willmott Park 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 Willmott Park Primary Personal Property Policy AND/OR the Department's [Claims for Property Damage and Medical Expenses policy.](#)

Where students bring a mobile phone to school, Willmott Park Primary will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Willmott Park Primary students are required to hand their phone to their teacher to be placed in a lockable cupboard, as soon as they enter the classroom at the beginning of the day.

## Enforcement

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

At Willmott Park 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

## 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, or by the teacher for that class, in accordance with the Department's [Mobile Phones — Student Use Policy](#).

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

### 1. Learning-related exceptions

Specific exception	Documentation
For students for whom a reasonable adjustment to a learning program is needed because of a disability or learning difficulty	Health Support Plans

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**

Willmott Park 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
- Wearable devices (notifications must be turned off)
- iPads and all other personal devices

## **RELATED POLICIES AND RESOURCES**

- Student Engagement and Inclusion Policy
- [Mobile Phones — Student Use Policy](#)
- [Banning, Searching and Seizing Harmful Items](#)
- [Claims for Property Damage and Medical Expenses policy](#)

## **REVIEW PERIOD**

This policy was last updated on February 2021 and is scheduled for review on February 2023.