



# Student Mobile Phone Usage Policy

## RATIONALE

The school recognizes that mobile phones are an important modern day communication tool valued by a significant number of people. Knox Park Primary School understands that students may bring a personal mobile phone to school, particularly if they are travelling independently to and from school. Many other students now own or have access to mobile phones which are being brought to school with increasing frequency. This can cause a safety and security risk.

For the purpose of this policy it is assumed that parental contact with students during the day will be via the school office only.

## 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.

## AIM

- To explain to our school community the Department's and Knox Park Primary School's policy requirements and expectations relating to students using mobile phones [and other personal mobile devices] during school hours.
- To ensure mobile telephones do not interfere with the effective conduct of school and classroom activities.
- To protect the privacy of individuals.
- To ensure that procedures are in place to minimise theft and damage of mobile phones.

## SCOPE

This policy applies to:

1. All students at Knox Park Primary and,
2. Students' personal mobile phones [and other personal mobile devices] brought onto school premises during school hours, including recess and lunchtime.

### 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 Knox 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 Knox 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 Knox Park 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.

Where students bring a mobile phone to school, Knox Park Primary school will provide secure storage at the office. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Knox Park Primary school students are required to hand their phones into the school administration office to be placed in a lockable cupboard.

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## Enforcement

If students are found in the possession of a mobile phone, staff will instruct the student to hand over the item(s) and if the student refuses to hand over the items, implement the relevant disciplinary provision within the *Student Wellbeing and Engagement Policy*.

Students who use their personal mobile phones inappropriately at Knox Park Primary school may be issued with consequences consistent with our school's existing *Student Wellbeing and Engagement Policy* or *Bullying prevention* policies.

At Knox 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 or changing rooms
- during 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 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 as directed by the teacher
For students for whom a reasonable adjustment to a learning program is needed because of a disability or learning difficulty	As recommended by SSO's or the classroom teacher.

### 2. Health and wellbeing-related exceptions

Specific exception	Documentation
Students with a health condition	Student Health Support Plan

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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

Knox 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

## RELATED POLICIES AND RESOURCES

- Student Wellbeing and Engagement Policy
- Bullying Prevention Policy
- [Mobile Phones – Department Policy](#)
- [Ban, Search and Seize Harmful Items](#)
- [Personal Goods – Department policy](#)

## EVALUATION

This policy was last reviewed in October 2019 and is scheduled for review in 2022.

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