



## MOBILE PHONES – STUDENT USE

### PURPOSE

To explain to our school community the Department's and Brunswick North West Primary School's policy requirements and expectations relating to students using mobile devices including mobile phones and personal mobile devices, including 'wearables' such as smart watches during school hours.

### SCOPE

This policy applies to:

1. All students at Brunswick North West Primary School (BNWPS) and,
2. Students' personal mobile phones and other personal mobile devices 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

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

At BNWPS:

- 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 BNWPS 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 BNWPS 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 BNWPS 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 BNWPS's Personal Property Policy.

Where students bring a mobile phone to school, BNWPS will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At BNWPS students are required to store their phones bring all mobile phones to the office where they will be stored in a secure manner, meaning that they cannot be readily accessed by those without permission to do so.

## Enforcement

Students who use their personal mobile phones inappropriately at BNWPS may be issued with consequences consistent with our school's existing *Student Wellbeing and Engagement* policy. The *Behaviour Response Plan* which is widely distributed and displayed, makes special reference to Mobile phones, and has a consequent pathway aligned with the severity of the breach of this policy.

At BNWPS 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

It is an expectation that all families reinforce this policy, as is the case with all school policies. Some ways which this can occur include:

- discussing the purpose and intent of this policy, including the preventative nature of this policy.
- discussing reasons why their children may want to use a mobile phone, and help them problem solve other ways of communicating or achieving the same ends, e.g. listening to music etc., and
- reminding their children that if they feel unwell or worried that adult support is always available at school, and if needed the school can contact family members

## 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.
- Must be granted by school leadership 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 students for whom a reasonable adjustment to a learning program is needed because of a disability or learning difficulty, e.g. voice to text app	Individual Learning Plan indicating specific technology and programs / apps

### 2. Health and wellbeing-related exceptions

Specific exception	Documentation
Students with a health condition	Student Health Support Plan
Students who might pose a flight risk, e.g. student on the Autism Spectrum; with high anxiety and/or trauma. Note: <i>Smart watches: All notifications and incoming/outgoing communication options are switched off.</i>	Individual Learning Plan

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

Specific exception	Documentation
Students on some excursions and camps, e.g. Race Around Melbourne.	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

Typically mobile phones will be banned on excursions and camps, and ipads will be provided by the school. Where this varies, BNWPS 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 events
- Travelling to and from school

#### RELATED POLICIES AND RESOURCES

- *Student Wellbeing and Engagement, Code of Conduct, Personal Property, Bullying*
- [Mobile Phones – Department Policy](#)
- [Ban, Search and Seize Harmful Items](#)

#### REVIEW PERIOD

This policy was last updated on February 2022 and is scheduled for review on February 2024