

SURFSIDE PRIMARY SCHOOL

STUDENTS USING MOBILE PHONES POLICY



1. PURPOSE

To explain to our school community the Department's and Surfside Primary School's policy requirements and expectations relating to students using mobile phones and use of phone related apps on student i-Pads during school hours.

2. SCOPE

This policy applies to all students at Surfside Primary School and students' personal mobile phones brought onto school premises during school hours, including recess and lunchtime.

3. DEFINITIONS

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 and apps on student i-Pads such as text message and i-Message.

4. IMPLEMENTATION

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

At Surfside 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.
- Students at Surfside Primary school are not permitted to use their i-Pad to message, text or contact parents during school hours.
- Personal mobile phones are not permitted to be brought to camps, excursions, special activities and events.

4.1 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 Surfside 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.

4.2 Secure storage

Mobile phones owned by students at Surfside Primary School are considered valuable items and are brought to school at the owner's (student's or parent/carer's) risk. Students are
Mobile phones policy updated April 2024

encouraged not to bring a mobile phone to school unless there is a compelling reason to do so. Please note that Surfside 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 Department's [Personal Goods policy](#).

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

4.3 Enforcement

Students who use their personal mobile phones inappropriately at Surfside Primary School may be issued with consequences consistent with our school's existing student engagement policies.

At Surfside 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 and i-Pad messaging:

- 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

5. 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 two categories of exceptions allowed under the Department's [Mobile Phones Policy](#) are:

5.1. 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	Individual Learning Plan, Individual Education Plan

5.2. Health and wellbeing-related exceptions

Specific exception	Documentation
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Students with a health condition	Student Health Support Plan
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5.3 Managing risk when students are offsite

Specific exception	Documentation
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.

5.4 Camps, excursions and extracurricular activities

Surfside 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.

6. COMMUNICATION

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

- Available publicly on our school's website
- Included in staff induction processes
- Discussed at staff briefings/meetings as required
- Discussed at parent information nights/sessions
- Included as annual reference in the school newsletter

Made available in hard copy from the school administration on request.

7. REVIEW PERIOD

This policy was last updated In April 2024 and is scheduled for review in April 2026