



## PARK ORCHARDS PRIMARY SCHOOL

# MOBILE PHONES and OTHER PERSONAL MOBILE DEVICES – STUDENT USE

### PURPOSE

To explain to our school community the Department's and Park Orchards Primary School's policy requirements and expectations relating to students using mobile phones [and other personal mobile devices] during school hours.

### SCOPE

This policy applies to all students and staff at P.O.P.S.

Staff use of technology is also governed by the following Department policies:

- [Acceptable Use Policy for ICT Resources](#)
- [Cybersafety and Responsible Use of Digital Technologies](#)
- [Digital Learning in Schools](#) and
- [Social Media Use to Support Student Learning](#).

### 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

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

At Park Orchards Primary School:

- Students who choose to bring mobile phones to school must have them switched off and securely stored with their classroom teacher, during school hours
- Smart Watches must be put on flight mode or 'Do not disturb' mode 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 — Student Use Policy](#) issued by the Minister for Education, personal mobile phones must not be used at Park Orchards 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 Park Orchards 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 P.O.P.S does not have insurance to cover accidental damage to students' mobile phone, and parents/carers are encouraged to consider obtaining their own insurance for their child's mobile phone.

Where students bring a mobile phone to school, Park Orchards Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Park Orchards Primary School students are required to store their phones with their classroom teacher who will have a secure storage area within the classroom.

## SAFE AND APPROPRIATE USE OF MOBILE PHONES

Students who use their personal mobile phones inappropriately at Park Orchards Primary School may be issued with consequences consistent with our school's existing student engagement policies e.g. *Digital Learning Policy*.

At Park Orchards 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

## Exceptions

Exceptions to the policy:

- may be applied during school hours if certain conditions are met, specifically,
  - Health and wellbeing-related exceptions; and
- 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:

### *Health and wellbeing-related exceptions*

Specific exception	Documentation
Students with a health condition	Student Health Support Plan e.g. a student with diabetes may use their mobile phone to monitor their blood sugar

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**

Park Orchards 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 and smart watches.

#### **REVIEW CYCLE**

- This policy was last reviewed in July 2024 and is scheduled for review in July 2027

This policy was last reviewed **Nov 2023** and is scheduled for review in **Nov 2027**