

Mobile Phone Policy (including smart watches and any personal device that connects to the internet)



Help for non-English speakers

If you need help to understand the information in this policy, please contact the school on 9802 0663 for support.

Purpose

To explain to our school community the Departments and Weeden Heights Primary School's policy requirements, and expectations regarding the safe and appropriate use of mobile phones and other personal mobile devices by students, at school and during school activities.

Scope

This policy applies to all students at Weeden Heights Primary School

- Weeden Heights Primary School discourages mobile phones and other personal devices being brought onto school grounds as all messages and communication should be through the office
- Weeden Heights Primary School understands that students may bring a mobile phone to school, particularly if they are travelling independently to and from school or to extra-curricular activities.

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 phones' refers to mobile phones and any device that may connect to or have a similar functionality to a mobile phone such as a smart watch.

Policy

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

At Weeden Heights 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.

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 Weeden Heights PS 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 and devices owned by students at Weeden Heights PS 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 Weeden Heights PS 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.

Students at Weeden Heights PS are responsible for their own phones and devices. If a student brings a mobile phone to school, Weeden Heights PS will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. Students are required to store their phones at the school office.

Enforcement

Students who use their personal mobile phones inappropriately at Weeden Heights PS may be issued with consequences consistent with our school's Student Engagement and Wellbeing and Bullying policies.

At Weeden Heights PS, 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
 - 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 specific learning activities (class-based exception)	Inquiry investigation or unit of work
For students for whom a reasonable adjustment to a learning program is needed because of a disability or learning difficulty	Individual Education Plan

2. Health and wellbeing-related exceptions

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

3. Exceptions related to 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

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

In most circumstances, students will not be allowed to bring their mobile phones on overnight school camps or excursions. Weeden Heights Primary School will provide students and their parents and carers with information about items that can be brought to special activities and events, including mobile phones and personal devices such as smart watches.

Exclusions

This policy does not apply to

- Out-of-School-Hours Care (OSHC)

- Out-of-school-hours events
- Travelling to and from school

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 and staff training
- Included in staff handbook/manual
- Discussed at annual staff briefings/meetings
- Discussed at parent information nights/sessions

RELATED POLICIES AND RESOURCES

- Student Engagement and Wellbeing Policy
- E Smart Policy
- Bully Prevention Policy
- Digital Learning Policy
- Child Safe Policy
- School Policy and Advisory Guide: Students Using Mobile Phones
- [Mobile Phones — Student Use Policy](#)
- [Claims for Property Damage and Medical Expenses policy](#)

Policy Review and Approval

Policy last reviewed	22 July 2024
Consultation	Principal Staff Education Sub Committee and School Council Newsletter item to the school community
Approved by	Principal
Next review date	22 July 2028 <i>Mandatory review cycle for this policy is 3-4 years.</i>