

## MOBILE PHONES – STUDENT USE



### Help for non-English speakers.

If you need help understanding the information in this policy, please contact the school administration on 97077799

### PURPOSE

To explain to our school community the Departments and Berwick Chase Primary School's policy requirements and expectations for students using mobile phones and other personal mobile devices during school hours.

### SCOPE

This policy applies to:

1. All Berwick Chase Primary School students and their personal mobile phones and other personal mobile devices were 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 this policy, "mobile phone" refers to mobile phones and any device that may connect to or have similar functionality to a mobile phone, such as smartwatches.

### POLICY

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

At Berwick Chase Primary School:

- Students who choose to bring mobile phones to school must switch it off and securely store 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

By the Department's [Mobile Phones – Student Use Policy](#) issued by the Minister for Education, personal mobile phones must not be used at Berwick Chase 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 Berwick Chase Primary School students are considered valuable items and 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. Please note that Berwick Chase 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 Berwick Chase Primary School's Personal Property Policy and the Department's [Claims for Property Damage and Medical Expenses policy.](#)

Berwick Chase Primary School will provide secure storage where students bring mobile phones to school. Secure storage is storage that those cannot readily access without permission. At Berwick Chase Primary School, students must store their phones in the teacher's office. Students will be permitted to wear smart watches but will be expected to have them switched off during school hours. In some circumstances, mobile devices may be held at the office, but this is via principal discretion.

### Enforcement

Students who misuse their mobile phones at Berwick Chase Primary School may be issued with consequences consistent with our school's existing student engagement policies and *Code of Conduct* or *Bullying* policies.

At Berwick Chase Primary School, inappropriate use of mobile phones is **any use during school hours** unless an exception has been granted, particularly the 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 cyberbullying
- 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; 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 — 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)	Unit of work, learning sequence
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

**2. Health and wellbeing-related exceptions**

Specific exception	Documentation
Students with a health condition	Student Health Support Plan
Students who are Young Carers	A localised student record

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**

Berwick Chase 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
- iPads as part of the one-to-one program

## COMMUNICATION

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

- Available publicly on our school's website (or insert other online parent/carer/student communication method)
- Included in staff induction processes and staff training
- Included in the school newsletter
- Included in staff handbook/manual/yellow folder
- Discussed at annual staff briefings/meetings
- Hard copy available from school administration upon request

## RELATED POLICIES AND RESOURCES

- *Student Well-being and Engagement,*
- *Code of Conduct,*
- *Personal Property,*
- *Bullying Prevention*
- Departmental Policy [Mobile Phones — Student Use Policy](#)
- [Weapons — Banning, Searching and Seizing Harmful Items](#)
- [Claims for Property Damage and Medical Expenses policy](#)

## POLICY REVIEW AND APPROVAL

Policy last reviewed	March 2023
Consultation	Leadership Group
Approved by	Principal
Next scheduled review date	Feb 2026