

MOBILE PHONES POLICY

Wandong Primary School
November 2023 – November 2027

PURPOSE

To explain to our school community the Department's and Wandong Primary School's policy requirements and expectations relating to students using mobile phones during school hours.

SCOPE

This policy applies to: All students at Wandong Primary School and, Students' personal mobile phones.

DEFINITIONS

A mobile phone is a telephone with access to a cellular (telecommunication) system, with or without a physical connection to a network.

POLICY

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

At Wandong Primary School:

Students who choose to bring mobile phones to school must have them switched off and securely stored at the main office 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 Wandong 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 Wandong 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 Wandong 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 WPS Personal Property Policy AND/OR the Department's Personal Goods policy.

Where students bring a mobile phone to school, Wandong Primary school will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Wandong Primary school students are required to store their phones at the main office, where they will be secured in the lock room.

Enforcement

Students who use their personal mobile phones inappropriately at Wandong Primary school may be issued with consequences consistent with our school's existing student engagement policies e.g. Student Wellbeing and Engagement and/or Bullying Prevention Policy.

At Wandong 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
- to capture video or images in the school toilets, changing rooms, swimming pools and gyms
- during exams and assessments



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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 Policy.

The three categories of exceptions allowed under the Department's Mobile Phones 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 |

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 |
| 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 |

Camps, excursions and extracurricular activities:

Wandong 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
- Wearable devices- provided their usable functions are locked/restricted appropriately during school hours
- iPads and all other personal devices

RELEVANT RESOURCES:

- [Mobile Phones – Department Policy](#)

EVALUATION:

This policy will be reviewed every four years, as a part of the Wandong Primary School cyclic policy schedule.

CERTIFICATION

This policy was endorsed by the Principal of Wandong Primary School on the 5th day of November, 2023 and is due for review on the 5th day of November, 2027.

