



Mobile Phone Policy- Student Use

PURPOSE

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

SCOPE

This policy applies to:

1. All students at Roberts McCubbin Primary School and,
2. Students' personal mobile phones 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.

POLICY

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

At Roberts McCubbin 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 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 Roberts McCubbin 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, as per the Roberts McCubbin Primary School eSmart Policy and the Roberts McCubbin Primary School ICT and iPad Acceptable Use Agreement.

Secure storage

Mobile phones owned by students at Roberts McCubbin 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 Roberts McCubbin 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, Roberts McCubbin Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Roberts McCubbin Primary School each classroom in the school will provide a storage location and classroom teachers will establish beginning and end of day routines that facilitate the collection and secure storage of mobile phones.

Enforcement

Students who use their personal mobile phones inappropriately while at school during school hours, or while in attendance at an excursion or camp, may be issued with consequences consistent with our school's existing student engagement policies and the Roberts McCubbin Primary School ICT and iPad Acceptable Use Agreement.

In the event of a student refusing to hand in a mobile phone, parents or carers will be contacted and may be required to attend mediation with the principal to discuss compliance with this policy.

At Roberts McCubbin 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
- In inappropriate locations such as toilets or change rooms
- 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 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

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

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

Roberts McCubbin 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 (Refer to OshClub policies and procedures available by request from the service)
- Out-of-school-hours events
- Travelling to and from school
- Wearable devices, as long as these devices are not used to send or receive messages or phone calls. Infractions involving wearable devices being used as a communication tool will be subject to the "Enforcement" section of this policy, including confiscation of the device.
- iPads and all other personal devices – refer to the Roberts McCubbin Primary School ICT and iPad Acceptable Use Agreement

RELATED POLICIES AND RESOURCES

- Student Wellbeing and Engagement,
- Code of Conduct
- Bullying Policy
- Mobile Phones – Department Policy
- Ban, Search and Seize Harmful Items - Department Policy
- Personal Goods – Department policy

REVIEW PERIOD

This policy was last updated on 16th November 2019 and is scheduled for review in 2022.