

MOBILE PHONE POLICY

Laburnum Primary School

Rationale:

The purpose of this policy is to explain the Department of Education and Laburnum 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:

1. All students at Laburnum Primary School
2. Students' personal mobile phones and other personal mobile devices 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 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:

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

At Laburnum 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 Policy](#) issued by the Minister for Education, personal mobile phones must not be used at Laburnum 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 Laburnum 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 Laburnum 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.

Where students bring a mobile phone to school, Laburnum Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Laburnum Primary School, students are required to hand their mobile phones into the school administration office, to be placed in a lockable cupboard whenever the device is brought to school.

In accordance with the school’s LPS Personal Property Policy, the school does not take responsibility for items brought to school or handed into the office for secure storage.

Enforcement:

Students who use their personal mobile phones inappropriately at Laburnum Primary School may be issued with consequences consistent with our school’s existing Engagement and Inclusion policy.

At Laburnum 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
- any of the above, whilst on camps or excursions.

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, or learning sequence
For particular reasons for students for whom a reasonable adjustment to a learning program is needed because of a disability or learning difficulty	Individual Learning Plan or 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
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3. Exceptions related to managing risk when students are offsite

Specific exception	Documentation
Travelling to and from excursions, only if deemed necessary	Risk assessment planning documentation
Students on excursions and camps, only if deemed necessary	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.

Exclusions

This policy does not apply to

- Out-of-School-Hours Care (OSHClub)
- Out-of-school-hours events
- Travelling to and from school

Other information

This policy should be read in conjunction with our Personal Property Policy.

Review period:

This policy was last updated in November 2019 and is scheduled for review in October 2022.

<i>This policy was last endorsed by School Council in:</i>	December 2019
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