

Mobile Phones Policy

Purpose

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

Scope

This policy applies to:

1. All students at Mackellar Primary School and,
2. Students' personal mobile phones and smart watches 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 smart watches.

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

At Mackellar 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 Mackellar 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 in the presence of an adult.

Secure storage

Mobile phones owned by students at Mackellar 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 Mackellar 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 Mackellar Primary School's Personal Property Policy.

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

Enforcement

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

At Mackellar Primary School, inappropriate use of mobile phones prohibits the use of mobile phones 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 or at swimming pools
- during 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 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 to be provided on a case-by-case basis.

2. Health and wellbeing-related exceptions

Specific exception	Documentation
Students with a health condition	Student Health Support Plan to be provided on a case-by-case basis.

3. Exceptions related to managing risk when students are offsite

Specific exception	Documentation
Travelling to and from excursions	Risk assessment planning documentation to be provided on a case-by-case basis.
Students on excursions and camps	
When students are offsite (not on school grounds) and unsupervised with parental permission	
Students with a dual enrolment or who need to undertake intercampus travel	

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

Mackellar 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:

- Travelling to and from school
- iPads.

Communication

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

- Available publicly on our school's website
- Included in staff induction processes and staff training
- Included in the school newsletter
- Discussed at parent information nights/sessions
- Hard copy available from school administration upon request.



Related Policies and Resources

- [Student Wellbeing and Engagement Policy](#)
- [Duty of Care Policy](#)
- [Personal Property Policy](#)
- [Bullying Prevention Policy](#)
- [Mobile Phones — Student Use Policy](#)

Review Cycle and Evaluation

Policy last reviewed	June 27 th 2024
Consultation	Governance Committee School Council
Approved by	Principal School Council
Next scheduled review date	June 27 th 2026