MOBILE PHONES STUDENT USE POLICY

*(Approved by Principal on **22ⁿᵈ June 2022** to be reviewed every 3 to 4 years)*

PURPOSE
To explain to our school community the Department's and Kialla Central Primary School's policy requirements and expectations relating to students using mobile phones and other personal mobile devices (including smartwatches) during school hours.

SCOPE
This policy applies to:
1. All students at Kialla Central Primary School and,
2. Students' personal mobile phones and other personal mobile devices brought onto school premises during school hours, including recess and lunchtime.

DEFINITION
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 smartwatches.

POLICY
Kialla Central Primary School understands that students may bring a personal mobile phone to school, particularly if they are travelling independently to and from school.
At Kialla Central 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 Kialla Central 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 Kialla Central 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 Kialla Central 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 Claims for Property Damage and Medical Expenses policy.]

Where students bring a mobile phone to school, Kialla Central Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Kialla Central Primary School students are required to store their phones either turned off in their bags or handed to

their classroom teacher to be placed in a lockable cupboard. For other mobile devices the phone option should be disabled during school times.

ENFORCEMENT
Students who use their personal mobile phones inappropriately at Kialla Central Primary School may be issued with consequences consistent with our school's existing *Student Wellbeing and Engagement Policy.*

Kialla Central Primary School's 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; and
- to capture video or images in the school toilets;

EXCEPTIONS
Exceptions to the policy:

- may be applied during school hours if certain conditions are met, specifically,
  - Health and wellbeing-related exceptions

- 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:

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	Education Learning Plan

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
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

Kialla Central Primary School will provide students and their parents / 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): or
- Out-of-school-hours events.

COMMUNICATION

This policy will be communicated to our school community in the following ways:
- available publicly on our school's website;
- included in staff induction processes and staff training;
- included in school newsletter;
- included in staff handbook/manual;
- discussed at annual staff briefings/meetings;
- included in transition and enrolment packs;
- discussed at parent information nights/sessions; and
- is available via hard copy or electronically upon request at the office.

RELATED POLICIES AND RESOURCES

- Student Wellbeing and Engagement,
- Mobile Phones - Student Use Policy
- Weapons - Banning, Searching and Seizing Harmful Items
- Claims for Property Damage and Medical Expenses policy

EVALUATION

It is recommended that consultation with School Council is recommended but it is not mandatory.

(**Please note:** This template is from PAL - June 2022)