



Sunbury Primary School

Mobile Phones – Student Use Policy

PURPOSE

To explain to our school community the Department's and Sunbury 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 Sunbury Primary School and,
2. Students' personal mobile phones [and other personal mobile devices]

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

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

At Sunbury Primary School:

- Students who choose to bring mobile phones to school must have them switched off and securely stored in the office safe during school hours
- 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 Sunbury Primary School during school hours, including lunchtime and recess.

Secure storage

Mobile phones owned by students at Sunbury 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 Sunbury 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, Sunbury Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Sunbury Primary School students are required to store their phones in the safe at the Front Office.

Enforcement

Students who use their personal mobile phones inappropriately at Sunbury Primary School may be issued with consequences consistent with our school's existing student engagement policies e.g. *Student Wellbeing and Engagement* policy

At Sunbury Primary School inappropriate use of mobile phones is **any use during school hours**, 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

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:

an only use the mobile phone for the purpose for which it was granted.

Camps, excursions and extracurricular activities

Sunbury 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

RELATED POLICIES AND RESOURCES

- Student Wellbeing And Engagement Policy
- Mobile Phones – Department Policy

REVIEW PERIOD

This policy was last updated on February 2020 and is scheduled for review on February 2022.