



# MOBILE PHONES POLICY

## 1. PURPOSE:

- 1.1. To explain to our school community the Department's and Regency Park Primary School's policy requirements and expectations relating to students using mobile phones and other personal mobile devices during school hours.

## 2. SCOPE:

- 2.1. This policy applies to:
  - All students at Regency Park Primary School and,
  - Students' personal mobile phones and other personal mobile devices brought onto school premises during school hours, including recess and lunchtime.

## 3. DEFINITIONS

- 3.1. A mobile phone is a telephone with access to a cellular (telecommunication) system, with or without a physical connection to a network.
- 3.2. For the purpose of this policy, "mobile phone" refers to any device including smart watches that has the capabilities to connect to a cellular network during school hours.

## 4. POLICY:

- 4.1. Regency Park Primary School understands that students may bring a personal mobile phone to school, particularly if they are travelling independently to and from school.
- 4.2. At Regency Park Primary School:
  - Students who choose to bring mobile phones to school must have them switched off and securely stored at the school office, 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

- 4.3. 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 Regency Park Primary School during school hours, including lunchtime and recess, unless an exception has been granted.
- 4.4. 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

- 4.5. Mobile phones owned by students at Regency Park 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 Regency Park 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.
- 4.6. Where students bring a mobile phone to school, Regency Park Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Regency Park Primary School, students are required to hand their phones into the school administration office where it will be placed in a lockable drawer.

## Compliance

- 4.7. Students who use their personal mobile phones inappropriately at Regency Park Primary School may be issued with consequences consistent with our school's Student Wellbeing and Engagement and Bullying Prevention policies.
- 4.8. At Regency Park 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 assessments such as NAPLAN

## Exceptions

- 4.9. 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](#).
- 4.10. 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 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
ISSE Travel	Risk assessment planning documentation

- 4.11. 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

- 4.12. Students' personal mobile phones should not be brought on camps, excursions or other extra curricular activities.

## Exclusions

4.13. This policy does not apply to

- Out-of-school-hours events
- Travelling to and from school
- Wearable devices that do not have mobile phone capabilities

## 5. FURTHER INFORMATION AND RESOURCES:

- Regency Park Primary School Related Policies Including:
  - *Student Wellbeing and Engagement*
  - *Bullying Prevention*
  - *Child Safety & Wellbeing Policy*
  - *Code of Conduct*
  - *Personal Property*
  - *Photographing Filming and Recording Policy*
- [Mobile Phones – Student Use Policy](#)
- [Personal Goods – Department policy](#)

## 6. EVALUATION:

<b>November 2019</b>	Policy established and ratified at school council
<b>February 2022</b>	Policy Updated 1.1 and 2.1– to updated to include ‘other personal mobile devices’ 4.2 to include school office All links updated and further information and resources section

This policy was last updated in February 2022 and is scheduled for review in 2025.