

Bendigo Primary School Mobile Phones Policy.

PURPOSE

To explain to our school community the Department's and Bendigo Primary School's policy requirements and expectations relating to students using mobile phones [and other personal mobile devices such as smart watches] during school hours.

SCOPE

This policy applies to:

1. All students at Bendigo Primary School and,
2. All 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

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

At Bendigo Primary School:

If parents require students to bring a phone to school, students agree to:

- hand the mobile device in at the office where it will be locked in a secure cupboard until the end of the day
- protect the privacy of others and never post or forward private information about another person using any messaging service e.g. SMS
- follow all rules and behaviour guidelines as detailed in Bendigo Primary School's ICT Acceptable Use Agreement
- When emergencies occur, parents or carers should reach their child by calling the school's office.

This Acceptable Use Agreement also applies during school excursions, camps and extra-curricula activities.

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 Bendigo 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 and other mobile devices owned by students at Bendigo 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 Bendigo 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, Bendigo Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Bendigo Primary School students are required to hand mobile devices into the school administration office to be placed in a lockable cupboard.

Students who use their personal mobile phones inappropriately at Bendigo Primary School may be issued with consequences consistent with our school's existing student engagement policies

At Bendigo 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 tests and 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 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, learning sequence
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

2. Health and wellbeing-related exceptions

Specific exception	Documentation
Students with a health condition e.g. diabetes	Student Health Support Plan

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

Bendigo 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

- Out-of-school-hours events
- Travelling to and from school

REVIEW PERIOD

This policy was last updated on November 2022 and is scheduled for review on November 2024