

MOBILE PHONES – STUDENT USE POLICY

PURPOSE

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

SCOPE

This policy applies to:

1. All students at Overport Primary School and,
2. All personal mobile devices, that have not been approved by the school principal of Overport Primary School, for the purpose of carrying out and engaging in the teaching and learning of the curriculum that are brought onto the school premises during school hours, including recess and lunchtime.

DEFINITIONS

A **mobile phone** is a telephone with access to a cellular (telecommunication) systems, with or without a physical connection to a network.

Smart mobile device refers to mobile phones or **any device** that may connect to, or have a similar functionality to, a mobile phone. This definition can include, but is not limited to; iPads, Smart Watches, Fitbit/Garmin watches with internet/mobile phone capabilities, digital cameras or any brand of personal tablet.

School Hours are defined as being between the hours between 8:45am and 3:45pm Monday to Friday. For the purpose of this policy **School Premise** are defined as the legal property boundaries of Overport primary school.

POLICY

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

At Overport Primary School:

- Students who choose to bring mobile phones or other mobile devices to school must have them switched off and securely stored during school hours, unless permission is granted by the principal
- During School hours, personal mobile devices **must** be handed to the classroom teacher/s for secure storage
- Exceptions to this policy may be applied if certain conditions are met. These conditions can be discussed with the school principal
- 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 Overport Primary School during school hours, including lunchtime and recess, unless an exception has been granted by the Principal.

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 Overport 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 Overport 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](#).

Where students bring a mobile phone to school, Overport Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Overport Primary School students are required to hand their phones to teachers or supervising adults once they enter the school premises.

Enforcement

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

At Overport 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 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 exams 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 (Julie Gleeson), in accordance with the Department's [Mobile Phones 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 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	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
Students on excursions and camps	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

Overport 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 Care (OSHC)
- Out-of-school-hours events
- Travelling to and from school

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 newsflash annually
- Discussed at staff briefings/meetings
- Included in transition and enrolment packs
- Hard copy available from school administration upon request

RELATED POLICIES AND RESOURCES

- [Mobile Phones – Department Policy](#)
- [Ban, Search and Seize Harmful Items](#)
- [Personal Goods – Department policy](#)

REVIEW PERIOD

Policy last reviewed	February 2020
Consultation	School Council
Approved by	Principal
Next scheduled review date	This policy is scheduled for review in February 2026/7

Help for non-English speakers



If you need help to understand the information in this policy, please contact the Principal.