

## BRIGHTON BEACH PRIMARY SCHOOL



# Mobile Phone Policy – Student Use

### PURPOSE

To explain to our school community the Department's and Brighton Beach Primary School's (BBPS) 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 BBPS and,
2. Students' 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 personal device that may connect to or have a similar functionality to a mobile phone such as smart watches or iPad messenger.

### POLICY

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

At BBPS:

- 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 Policy](#) issued by the Minister for Education, personal mobile phones must not be used at BBPS 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 BBPS 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 BBPS 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, BBPS will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At BBPS students are required to store their phones in their school bags (Grade 5 and 6) or handed into the teacher to be stored in a locked desk (students in Grade 4 or lower, or at parent/teacher's request in Grade 5 and 6).

Students wearing smartwatches are instructed to disable **messenger** during school hours.

Students are instructed to disable messenger on their iPads during school hours.

### Enforcement

Students who use their personal mobile phones inappropriately at BBPS may be issued with consequences consistent with our school's existing policies: Student Engagement and Inclusion Policy; ICT User Agreement; and eSmart Policy. Where students fail to comply with the policy, staff should instruct the student to hand over

the item(s) and if the student refuses to hand over the items, implement the relevant disciplinary provision within the Student Engagement and Wellbeing Plan.

At BBPS 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 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, 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	Student Health Support Plan

#### 3. Exceptions related to managing risk when students are offsite

Specific exception	Documentation
When students are offsite (not on school grounds) and unsupervised with parental permission (e.g. <b>District sport carnivals, Radio program</b> )	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

BBPS 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 (Their Care)
- Out-of-school-hours events
- Travelling to and from school

## RELATED POLICIES AND RESOURCES

- [Mobile Phones – Department Policy](#)
- [Personal Goods – Department policy](#)
- [BBPS School Policies \(link\)](#)

## REVIEW PERIOD

This policy was last updated on December, 2019 and is scheduled for review on January, 2022.

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## PERMISSION & ACKNOWLEDGEMENT FORM FOR MOBILE PHONES

### Parent/Guardian Permission

I have read and understand the *Acceptable & Responsible Use Policy for Mobile Phones* at Brighton Beach Primary School and I understand that this form will be kept on file at the school and that the details may be used (and shared with a third party, if necessary) to assist in identifying a phone should the need arise (eg if lost, or if the phone is being used inappropriately).

In cases of emergency, the school office remains a vital and appropriate point of contact to ensure your child is reached quickly, and assisted in an appropriate way.

I give my child permission to carry a mobile phone to school and understand that my child will be responsible for ensuring that the mobile phone is used appropriately during school hours.

Parent name (print): \_\_\_\_\_

Parent signature: \_\_\_\_\_

Date: \_\_\_\_\_

### Student Acknowledgement

I will keep my mobile phone switched off and in my school bag at all times during school hours.

I understand that my mobile phone is my – not the school's – responsibility.

Student name (print): \_\_\_\_\_

Student signature: \_\_\_\_\_

Date: \_\_\_\_\_

### Teacher Acknowledgement

Teacher name (print): \_\_\_\_\_

Teacher signature: \_\_\_\_\_

Date: \_\_\_\_\_