



MOBILE PHONE: STUDENT USE

If you need help to understand the information in this policy, please contact the school on 9547 1224



PURPOSE

The purpose of this policy is to explain to our school community the Department of Education and Athol Road Primary School's policy requirements and expectations relating to students using mobile phones and other personal mobile devices during school hours.

GUIDELINES

This policy applies to personal mobile phones and other personal mobile devices brought onto school premises during school hours, including recess and lunchtime, by students attending Athol Road Primary School

- **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 wearable devices and all other personal devices.
- Athol Road Primary School understands that students may bring a personal mobile phone to school, particularly if they are travelling independently to and from school.
- In accordance with the Department's Mobile Phones Policy, issued by the Minister for Education, personal mobile phones must not be used at Athol Road 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.
- At Athol Road Primary School:
 - Students who choose to bring mobile phones to school must have them switched off and securely stored in their learning space during school hours
 - When emergencies occur, parents or carers should reach their child by calling the school's office.
 - Exceptions to this policy may be applied in extenuating situations at the Principal's discretion
- Mobile phones owned by students are considered valuable items and are brought to school at the owner's risk (student or parent/carers)
- Students are encouraged not to bring a mobile phone to school unless there is a compelling reason to do so. Athol Road 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 [Claims for Property Damage and Medical Expenses policy](#).

IMPLEMENTATION

- At Athol Road Primary School students are required to hand their mobile phones to a staff member. Where students bring a mobile phone to school, Athol Road Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so.
- Students who use their personal mobile phones inappropriately at Athol Road Primary School may be issued with consequences consistent with the school's existing *Behaviour Management Policy*, *Student Wellbeing and Engagement Policy*, *Child Safe Code of Conduct* and *Bullying Prevention Policy*.
- At Athol Road Primary School inappropriate use of mobile phones is **any use during school hours**, unless an exception has been granted, and particularly the 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
- 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.
- Exceptions can be granted by the Principal, or by the teacher for that class, in accordance with the Department's [Mobile Phones — Student Use Policy](#).

The exceptions allowed under the Department's [Mobile Phones — Student Use Policy](#) are:

Health and wellbeing-related exceptions

Specific exception	Documentation
Students with a health condition	Student Health Support Plan

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.
- Athol Road 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.
- This policy does not apply to
 - Out-of-School-Hours Care (OSHC)
 - Out-of-school-hours events
 - Travelling to and from school

RELATED POLICIES AND RESOURCES

- [Student Engagement Wellbeing Policy](#)
- [Child Safe Code of Conduct](#)
- [Bullying Prevention Policy](#)
- [Mobile Phones — Student Use Policy](#)
- [Weapons — Banning, Searching and Seizing Harmful Items](#)
- [Claims for Property Damage and Medical Expenses policy](#)

COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Induction processes
- Staff handbook/manual
- Staff briefings/meetings as required
- Newsletters/Sentral
- Hard copy from school administration upon request

POLICY REVIEW AND APPROVAL

Policy last reviewed	June 2025
Approved by	School Council
Next scheduled review date	June 2027