



WHITEHORSE PRIMARY SCHOOL

MOBILE PHONES – STUDENT USE

PURPOSE

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

SCOPE

This policy applies to:

All students at Whitehorse Primary School and,
Students' 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. This policy does not apply to BYOD iPads used for classroom purposes.

POLICY

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

At Whitehorse Primary School:

- Students who choose to bring mobile phones to school must have them switched off and securely stored during school hours in the school office.
- 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 Whitehorse 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 owned by students at Whitehorse 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 Whitehorse 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, Whitehorse Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Whitehorse Primary School, students' phones will be stored in a secure cabinet at the school office. Phones should be handed in at the school office before the start of the school day and collected at the end of the school day. All phones left for storage must be labelled clearly with the owner's name.

ENFORCEMENT

Students who use their personal mobile phones inappropriately at Whitehorse Primary School may be issued with consequences consistent with our school's existing student engagement policies *i.e. Student Engagement and Inclusion Policy and/or Student Code of Conduct*.

At Whitehorse 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 contact parents throughout the school day. Students are required to speak to their teacher if they have a compelling reason, and then use the school's telecommunication system.

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
2. Health and wellbeing-related exceptions
3. Exceptions related to managing risk when students are offsite

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

Whitehorse 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
- iPads and all other personal devices

RELATED POLICIES AND RESOURCES

- *Student Engagement and Inclusion Policy* and/or *Student Code of Conduct*
- Mobile Phones – Department Policy

REVIEW CYCLE

This policy was last updated in 2023 and is scheduled for review in 2026.