



MOBILE PHONES and PERSONAL WEARABLE DEVICES POLICY

Purpose

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

Scope

This policy applies to:

1. All students at Bittern Primary School and
2. Students' personal mobile phones and personal wearable devices brought onto school premises during school hours, including recess and lunchtime.

Policy

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

At Bittern Primary School:

- 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.

Definitions

A mobile phone is a telephone with access to a cellular (telecommunication) system, with or without a physical connection to a network. A personal wearable device is any device that is technological of nature that includes functionalities that replicate that of a mobile phone i.e. receive messages, make phone calls, take photos, videos etc...

Personal mobile phone or personal wearable technology use

In accordance with the Department's [Mobile Phones — Student Use Policy](#) issued by the Minister for Education, personal mobile phones or personal wearable devices must not be used at BPS during school hours, including break times, unless an exception has been granted. Where a student has been granted an exception, the student must use their mobile phone or personal wearable devices 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 Bittern 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 Bittern 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 [Bittern Primary School's Personal Property Policy AND/OR the Department's [Claims for Property Damage and Medical Expenses policy](#)].

Where students bring a mobile phone to school, Bittern Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Bittern Primary School students are required to store their phones and any type of personal wearable devices in the locked box of the classroom office.

Enforcement

Students who use their personal mobile phones inappropriately at Bittern Primary School may be issued with consequences consistent with our school's existing student engagement policy e.g. Student Wellbeing and Engagement policy.

- At Bittern 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 exams and assessments

Exceptions

Exceptions to the policy:

1. 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.
2. 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 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
Students who are Young Carers	A localised student record

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
When students are offsite (not on school grounds) and unsupervised with parental permission	Risk assessment planning documentation
Students with a dual enrolment or who need to undertake intercampus travel	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

Bittern 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 or personal wearable devices.

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 newsletter.
- Included as an annual reference in the school newsletter.
- Included in staff handbook/manual.
- Discussed at annual staff briefings/meetings.
- Discussed at parent information nights/sessions.

- Hard copy available from school administration upon request

Related policies and resources

- Student Wellbeing and Engagement Policy
- Bullying Prevention Policy
- Personal Property Policy
- [Mobile Phones — Student Use Policy](#)
-

POLICY REVIEW AND APPROVAL

To ensure ongoing relevance and continuous improvement, this policy will be reviewed every 2 years. The review will include input from students, parents/carers, and the school community.

Approval

Mandatory Consultation

Consultation Group	Date Consulted
School Council	Feb 21st, 2024. Consultation with Staff, students, and School Council.
Endorsed by	Name: Sally Herbert - Principal School Council President
Endorsed on	Feb 21st, 2024,
Next review date	Feb 2027

Signed.....
PRINCIPAL

.....
SCHOOL COUNCIL PRESIDENT