

# MOBILE PHONES SMART DEVICE – STUDENT USE

## PURPOSE

To explain to our school community the Department's and Hamilton North Primary School's policy requirements and expectations relating to students using mobile phones and smart devices, such as smart watches during school hours

## SCOPE

This policy applies to:

1. All students at Hamilton North Primary School
2. Students' personal mobile phones, smart watches and smart 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, cellular tablets/devices."

## POLICY

Hamilton North Primary School understands that students may bring a personal mobile phone, or wear a smart watch at school, particularly if they are travelling independently to and from school.

At Hamilton North Primary School:

- Students who choose to bring mobile phones to school must have them switched off and securely stored during school hours
- Watches may be worn, but switched to "school mode, or do not disturb" during school hours and should not be used other than telling the time
- 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 – Student Use Policy](#) issued by the Minister for Education, personal mobile phones must not be used at Hamilton North Primary 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 devices owned by students at Hamilton North 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 Hamilton North 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 or device to school, Hamilton North Primary School will provide secure storage in the Administration office of the school.

## Enforcement

Students who use their personal mobile phones, smart watches, or devices inappropriately at Hamilton North Primary School may be issued with consequences consistent with our school's existing student engagement policy *Student Wellbeing and Engagement*.

At Hamilton North Primary School inappropriate use of mobile phones, smart watches or devices is **any use during school hours**, unless an exception has been granted particularly if the device is used:

- 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 — 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

Hamilton North Primary School does not allow any devices to be brought on camps, excursions, special activities, and events, this includes mobile phones and any smart device that has the capacity to capture images or access social media.

#### Exclusions

This policy does not apply to

- 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 (or insert other online parent/carer/student communication method)
- Included in staff induction processes and staff training
- Included in school newsletter
- Hard copy available from school administration upon request

## RELATED POLICIES AND RESOURCES

- [Mobile Phones — Student Use Policy](#)
- [Weapons — Banning, Searching and Seizing Harmful Items](#)
- [Claims for Property Damage and Medical Expenses policy](#)

## POLICY REVIEW AND APPROVAL

Policy last reviewed	May 2018
Consultation	May 2021
Approved by	Principal
Next scheduled review date	May 2024