

RATIONALE

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

AIM

- To improve student learning outcomes by reducing distractions to student learning
- To provide a safe and inclusive environment for all students
- To protect students from inappropriate content, cyberbullying and other risks

SCOPE

This policy applies to:

1. All students at Barton Primary School 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 device that may connect to or have a similar functionality to a mobile phone (e.g. smart watches).

IMPLEMENTATION

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

At Barton Primary School:

- Students who choose to bring mobile phones to school must have them switched off and securely stored in the office during school hours.
- Students will sign their mobile phones in at the office before the school day and out of the office after the end of day bell.
- This policy applies during school hours and when students attend camps and excursions
- 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 Barton 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 only 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 Barton 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 Barton 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 [Personal Goods policy](#).

Where students bring a mobile phone to school, Barton Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Barton Primary School students are required to store their phones at the office. They will need to sign their mobile phones in at the office before the bell in the morning and sign their phones out after the bell at the end of the school day. The mobile phones will be stored in a locked cupboard for the duration of the school day. Mobile phones that remain uncollected by 3:30pm on Monday, Tuesday, Thursday or Friday or 2:45pm Wednesday will remain in the secure storage until the following school day.

Enforcement

Students who use their personal mobile phones inappropriately at Barton Primary School may be issued with consequences consistent with our school's existing [Student Engagement Policy](#), [Student Management – Code of Conduct Policy](#) and [Bullying Prevention Policy](#).

At Barton 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 assessments

Exceptions

Exceptions to the policy:

- may be applied 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 in accordance with the Department's [Mobile Phones Policy](#).

Where an exception is granted, the student can only use the mobile phone for the purpose for which it was granted.

Exclusions

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 policy - Barton Primary School](#)
- [Student Management - Code of Conduct policy - Barton Primary School](#)
- [Digital Technologies Code of Conduct policy - Barton Primary School](#)
- [Mobile Phones – Department Policy](#)
- [Personal Goods – Department policy](#)

REVIEW PERIOD

This policy was last updated on 21st of November 2019 and is scheduled for review in November 2020.