

## Pakenham Hills PS Mobile Phone Policy

### **PURPOSE**

To explain to our school community Pakenham Hills Primary School's policy requirements, and expectations regarding the safe and appropriate use of mobile phones by students, at school or during school activities.

### **SCOPE**

This policy applies to all students at Pakenham Hills Primary School and student's personal mobile phones, or smart devices, brought onto school premises during school hours, including recess and lunch-time.

### **POLICY**

Pakenham Hills Primary School understands that students may bring a mobile phone to school, particularly if they are travelling independently to and from school or for other safety reasons.

During school hours, mobile phones must be:

- switched off upon entering the school grounds
- remain in the students bag until they have left the school grounds at the end of the day.

**Students are not permitted to access their mobile phones during classtime, lunchtime or recess.**

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**

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.

### **Mobile Phone Use During School Hours**

Mobile phones must not be used:

- during class or assemblies or 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 and gym.

### **Owner Risk**

Mobile phones and other electronic devices are brought to school at the owners risk. If they are stolen or damaged the school will not take any responsibility for their replacement or repair.

### **Camps, Excursions & Sporting Events**

In most circumstances, students will not be allowed to bring their mobile phones on school camps or excursions. Pakenham Hills Primary School will provide students and their parents and carers with information about items that can be brought to special activities and events, including mobile phones and other electronic devices.

## Enforcement

Students who use their mobile phone inappropriately at school will be issued with consequences consistent with our school's *Student Wellbeing and Engagement* and/or *Bullying* policies.

At Pakenham Hills 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

Where a student fails to adhere to this mobile phone policy their phone will be confiscated and stored securely at the Principal's office for a parent to collect. Repeated failure to follow this policy will result in the student being banned from bringing their mobile phone to school.

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

### 1. Learning-related exceptions

Specific exception	Documentation
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

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

## **EVALUATION**

Pakenham Hills Primary School is committed to ensuring this policy is publicised and implemented, and will monitor and review its effectiveness.

This policy will be reviewed in February 2022

**This policy does not require School Council Approval.**

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**Dale Hendrick**  
**Principal**

<b>Version</b>	<b>Date</b>	<b>Modification</b>	<b>Modified By</b>
1	20/03/2019	New Policy	Dale Hendrick
2	28/01/2020	Update in line with DET guidelines.	Dale Hendrick