

MOBILE PHONES and SMARTWATCH POLICY

PURPOSE

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

SCOPE

This policy applies to all student members of Billanook Primary School and includes mobile phones and other personal devices such as smart watches.

DEFINITIONS

A mobile phone / smartwatch is a telephone or watch with access to a cellular (telecommunication) system, with or without a physical connection to a network and with the ability to take photos or video.

POLICY

Billanook Primary School understands that students may bring a mobile phone to school, particularly if they are travelling independently to and from school or to extra-curricular activities. Students are encouraged not to bring a mobile phone to school unless there is a compelling reason to do so.

Where students bring a mobile phone / smartwatch to school, Billanook Primary School allows the following option:

The device should be handed to the administration office at the start of the day and it will be securely stored until the conclusion of the school day.

At Billanook Primary School students are encouraged to develop independence skills and using a mobile phone to ring/sms parents or others to bring to school forgotten items, notices or equipment undermines this development.

Mobile phone and smart watch use

Mobile phones must not be used:

- during class or at 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. This may constitute an infringement of personal privacy
- to capture video or images in the school toilets, changing rooms and gym.

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Students are not permitted to show their mobile phone or smart watch, or mobile phone or smart watch features to other students at any time at school or on school activities

Parents and visitors are requested to have their mobile phone turned off or on “silent” when visiting or assisting in a classroom

These implementation strategies apply equally to the inappropriate use of portable computer games, Ipads and similar devices.

In general, students should not bring valuable items to school.

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

In some circumstances, students’ mobile phones or smart watches may be confiscated and stored securely at the front office.

Mobile phone use for staff

- At least one mobile phone for staff use per bus/student group is required when taking students out of the school.
- Staff are requested to have their mobile phone turned off or on “silent” during class time when they are engaged in teaching activities
- Staff may use a mobile phone at school in the case of an emergency as part of their duty of care.
- Staff may use their mobile phones for teaching or administrative tasks (eg: Compass role marking) as a technological tool to support the program.

Insurance

Mobile phones and smart watches at school create a heightened risk of theft; therefore mobile phones brought to school are the sole responsibility of the owner.

Students are responsible for their mobile phone or smart watch. Please note that Billanook Primary School does not have accident insurance for accidental property damage. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items, including mobile phones that may be brought to school. Students are responsible for items brought to school.

Camps and excursions

In most circumstances, students will not be allowed to bring their mobile phones or smart watch on overnight school camps or excursions. Billanook 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.

Exceptions to the policy:

- may be applied during school hours if certain conditions are met, specifically, Health and wellbeing-related exceptions; and

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- o Exceptions related to managing risk when students are offsite.
- can be granted by the Principal, in accordance with the Department’s Mobile Phones Policy .

The three categories of exceptions allowed under the Department’s Mobile Phones and Smart watch Policy are:

1. Learning-related exceptions:

- Specific exception documentation for specific learning activities (class-based exception), unit of work or 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 or Student Health Support Plan

3. Camps, excursions and extracurricular activities

Billanook 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 and smartwatches.

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
- Students undertaking workplace learning activities, e.g. work experience

RELATED POLICIES AND RESOURCES

Student Wellbeing and Engagement

School Policy and Advisory Guide: [Students Using Mobile Phones](#)

REVIEW CYCLE AND EVALUATION

This policy was last updated on:

Date: November 2020

Evaluation and Review: May 2023

Ratified and Approved by School Council: Date

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