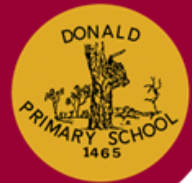


Donald Primary School

Mobile Device Policy



Help for non-English speakers

If you need help to understand the information in this policy please contact Donald Primary School

PURPOSE

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

SCOPE

This policy applies to:

1. All students at Donald Primary School and,
2. Students' personal mobile phones and other personal mobile devices (including smart watches) brought onto school premises during school hours, including recess and lunchtime.

DEFINITIONS

A mobile device is a device with access to a cellular (telecommunication) system, with or without a physical connection to a network.

POLICY

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

At Donald Primary School:

- Students who choose to bring mobile phones/devices to school must have them switched off and passed along to the school office for the school day. (unless prior agreement with school)
- 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 Donald 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 use their mobile phone for the purpose for which the exception was granted, and in a safe, ethical and responsible manner.

Personal Smart Watch/device use

Students are able to bring and use a smart watch device to school as a means of telling the time. Students are not permitted to use the device in the following ways during the school day without prior permission

- Communication with others
- Games and or music playing
- Capturing video or images. This includes students, teachers, school facilities and members of the school community.

Where possible, parents are required to disable abilities for the above mentioned items while at school.

Secure storage

Mobile devices owned by students at Donald 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 Donald 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 device to school, Donald Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Donald Primary School students are required to store their phones at the administration office before the morning bell and can collect when they are leaving school for the day.

Enforcement

Students who use their personal mobile phones inappropriately at Donald Primary School may be issued with consequences consistent with our school's existing student engagement policies. Any device used inappropriately will be confiscated for the remainder of that day & further inappropriate use on other days may result in the item being banned.

At Donald Primary School inappropriate use of mobile phones or devices is **any use during school hours**, unless an exception has been granted, and particularly use of a mobile phone or smart watch:

- 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](#).

POLICY REVIEW AND APPROVAL

Policy last reviewed	August 2023
Approved by	Principal & School Council
Next scheduled review date	August 2026