



Mobile Phone Policy

Purpose:

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

Scope:

This policy applies to:

- All students at John Henry Primary School and
- Students' personal mobile phones and other 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 such as smart watches.

Policy:

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

At John Henry Primary School:

- Students who choose to bring mobile phones to school must have them switched off and handed in to the office to be securely stored during school hours
- When emergencies occur, parents or carers should reach their child's teacher 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 John Henry Primary School during school hours, including lunchtime and recess.

Secure storage

Mobile phones owned by students at John Henry 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 John Henry 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 John Henry Primary School's Personal Property Policy AND/OR the Department's [Claims for Property Damage and Medical Expenses policy](#).

Where students bring a mobile phone to school, John Henry Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. Upon entering the school grounds, students at John Henry Primary School are required to hand their phones into the school administration office - to be placed in a lockable cupboard.

Enforcement

Students who use their personal mobile phones inappropriately at John Henry Primary School may be issued with consequences consistent with our school's existing student engagement policies (Student Wellbeing and Engagement, Code of Conduct or Bullying Policies).

At John Henry Primary School inappropriate use of mobile phones is **any use during school hours**, 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

Camps, excursions and extracurricular activities

John Henry 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.

Exclusions

This policy does not apply to:

- Out-of-School-Hours care (OSHC)
- Outside of school hours events
- 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
- included in staff induction and child safety training processes
- included in school newsletter
- included in student diary
- discussed at annual staff briefings/meetings as required
- discussed at parent information nights/sessions
- discussed at student forums through communication tools
- made available in hard copy from school administration upon request

Policy Review and Approval:

Policy last reviewed -	21 st February, 2022
Approved by -	Principal & School Council

Next scheduled review date -	21 st February, 2025
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