



“We flourish as engaged bilingual global citizens who can face challenges as critical, creative thinkers. Our exemplary holistic education promotes a lifelong love of learning.”

# Camberwell Primary School

## MOBILE PHONES – STUDENT USE

### PURPOSE

To explain to our school community the Department’s and Camberwell 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 Camberwell Primary School and,
2. Students’ personal mobile phones 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

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

At Camberwell Primary School:

- Students who choose to bring mobile phones to school must have them switched off and securely stored during school hours
- 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 Camberwell 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. The mobile phone must then be returned to the teacher or staff member in charge and securely locked.



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## Secure storage

Mobile phones owned by students at Camberwell 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 Camberwell 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 Department’s [Personal Goods policy](#) for more information.

Where students bring a mobile phone to school, Camberwell Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Camberwell Primary School students are required to store their phones as directed by their teachers or administration staff.

## Enforcement

Inappropriate use of mobile phones will be address in accordance with Camberwell Primary School’s Positive Behaviour Matrix.

At Camberwell 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, or changing rooms when attending swimming events

Please refer to the Department’s [Ban, Search and Seize Harmful Items](#) policy relating to ‘other items’ which states that staff “should instruct the student to hand over the item(s) and if the student refuses to hand over the items, implement the relevant disciplinary provision within the student code of conduct.”

## 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 Policy](#).

The three categories of exceptions allowed under the Department’s [Mobile Phones Policy](#) are:



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### 1. Learning-related exceptions

Specific exception	Documentation
For specific learning activities (class-based exception)	Unit of work, 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	Student Health Support Plan
Students who are Young Carers	A localised student record

Note: Some examples of health and wellbeing related exceptions may include: a student with diabetes may use their mobile phone to monitor their blood sugar etc

### 3. Exceptions related to managing risk when students are offsite

Specific exception	Documentation
Travelling to and from excursions	Risk assessment planning documentation
Students on excursions and camps	Risk assessment planning documentation

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

Camberwell 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)
- Out-of-school-hours events
- Travelling to and from school
- Camberwell Primary School issued ipads and devices

#### REVIEW PERIOD

This policy was last updated on December 13 2019 and is scheduled for review on [December/2022].