

Mobile Phone Policy

Responsibility Principal Class, Administration Staff

Endorsed by Council November, 2019

Due for Review November, 2022



Purpose	To explain to our school community the Department's and Berwick Field's Primary School's policy requirements and expectations relating to students using mobile phones and other personal mobile devices such as smartwatches, etc.
Scope	This policy applies to: 1. All students at Berwick Field's Primary School and, 2. Students' personal mobile phones and other personal 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.
Implementation	<p>Berwick Fields Primary School understands that students may bring a personal mobile phone to school, particularly if they are travelling independently to and from school.</p> <p>At Berwick Fields Primary School:</p> <ul style="list-style-type: none">• Students who choose to bring mobile phones to school must have them switched off and securely stored while on school grounds or at school events• 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. <p>Personal mobile phone use</p> <p>In accordance with the Department's Mobile Phones Policy issued by the Minister for Education, personal mobile phones must not be used at Berwick Fields 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.</p> <p>Secure storage</p> <p>Mobile phones owned by students at Berwick Fields 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 Berwick Fields 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 Berwick Field's Primary Personal Property Policy).</p> <p>Where students bring a mobile phone to school, Berwick Field's Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Berwick Fields Primary School students are required to sign in their mobile phone at the office where it will be stored during the day in a locked filing cabinet.</p>

	<p>Students will hand in their mobile phone at the school administration office and store their phones as soon as they are on school grounds or at a school event.</p> <p>Enforcement Students who use their personal mobile phones inappropriately at Berwick Fields Primary School will be issued with an appropriate consequence. At Berwick Fields Primary School inappropriate use of mobile phones is any use while on school grounds or at a school event, unless an exception has been granted.</p> <p>Berwick Fields Primary School will enforce the policy under existing student engagement policies, for example, through detention or a loss of school-based privileges, where students fail to comply with the local school policy on mobile phones, including if they refuse to relinquish their phones to school staff when asked.</p> <p>Consistent with Ministerial Order 1125, suspensions are to be reserved for serious misuses of a mobile phone in schools (e.g. to cyberbully).</p> <p>Exceptions Exceptions to the policy:</p> <ul style="list-style-type: none"> • may be applied during school hours if certain conditions are met, specifically, Health and Wellbeing related exceptions whereby • can be granted by the principal, or by the teacher for that class, in accordance with the Department's <i>Mobile Phones Policy</i>. <p>The only exception allowed under the Berwick Field's <i>Mobile Phones Policy</i> is:</p> <ol style="list-style-type: none"> 1. A Health and well-being exception whereby a student has a health condition and is supported by a Health Support Plan such as; a student with diabetes may use their mobile phone to monitor their blood sugar <p>Where an exception is granted, the student can only use the mobile phone for the purpose for which it was granted.</p> <p>Camps, excursions and extracurricular activities This policy applies to all school supervised events such as; to camps, excursions, production, special activities and events</p> <p>Exclusions This policy does not apply to:</p> <ul style="list-style-type: none"> • Out-of-School-Hours Care (OSHC) • Travelling to and from school • Wearable devices such as; fitness trackers
<p>Related Policies and Resources</p>	<p><u>Related Berwick Fields Primary School's Policies</u></p> <ul style="list-style-type: none"> • Student Wellbeing and Engagement Policy • Bullying Policy • Personal Property Policy • Student Code of Conduct