



MOBILE PHONES POLICY

BLACKBURN LAKE PRIMARY SCHOOL

12 - 14 Florence Street Blackburn 3130

PURPOSE

To explain to our school community the DET and Blackburn Lake Primary School's (BLPS) 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 BLPS 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.

POLICY

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

At BLPS:

- Students who choose to bring mobile phones to school must have them switched off and securely stored during school hours (defined as 8.45am to 3.45pm)
- 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 DET's [Mobile Phones — Student Use Policy](#) issued by the Minister for Education, personal mobile phones must not be used at BLPS 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.

Secure storage

Mobile phones owned by students at BLPS 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 BLPS does not have accident insurance for accidental property damage or theft or if lost. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items. Refer to the Department's [Claims for Property Damage and Medical Expenses policy](#).

When students are in transit to or from school during the hours the school is operating (8:45 am to 3:45 pm), secure storage refers to the mobile phone being switched off and stored in the student's school bag, not in use or readily accessible.

Where students bring a mobile phone to school, BLPS will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At BLPS students are required to hand in their mobile phone to their teachers to be placed in a lockable storage unit at the beginning of each school day.

Enforcement

Students who use their personal mobile phones inappropriately at BLPS may be issued with consequences consistent with our school's existing student engagement policies:

- Student Wellbeing and Engagement Policy
- Bullying Prevention and Management Policy

At BLPS, 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, changing rooms, swimming pools and gyms, camp/excursions
- during exams and assessments

Exceptions

Exceptions to the policy can be granted by the principal, or by the teacher for that class or individual student, in accordance with the DET's [Mobile Phones — Student Use Policy](#).

Where an exception is granted, the student can only use the mobile phone for the purpose for which it was granted before being returned to secure storage.

Camps, excursions and extracurricular activities

BLPS 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
- Out-of-school-hours events
- Travelling to and from school
- Students undertaking workplace learning activities, e.g. work experience

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 processes and staff training
- Included in school newsletter
- Included in staff handbook/manual
- Discussed at annual staff briefings/meetings
- Hard copy available from school administration upon request

RELATED POLICIES AND RESOURCES

- [Student Wellbeing and Engagement Policy](#)
- [Bullying Prevention and Management Policy](#)
- [Photographing, Filming, & Recording Student Policy](#)
- [Mobile Phones — Student Use Policy](#)
- [Claims for Property Damage and Medical Expenses policy](#)

POLICY REVIEW AND APPROVAL

Policy last reviewed	18/10/22
Consultation	Staff School Council
Approved by	Principal David Dowson
Next scheduled review date	18/10/26