



## THOMAS MITCHELL PRIMARY SCHOOL

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# **MOBILE PHONE AND COMMUNICATION DEVICES** **- STUDENT USE POLICY**

**Review every: 3-4 years**  
**Review due: 2023**  
**School Council N**

### **PURPOSE**

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

### **SCOPE**

This policy applies to:

1. All students at Thomas Mitchell Primary School and,
2. Students' personal mobile phones and other personal communication 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, "communication device" refers to mobile phones and any device that may connect to or have a similar functionality to a mobile phone with communication capability.

### **POLICY**

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

At Thomas Mitchell 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 Ratified**

In accordance with the Department's [Mobile Phones Policy](#) issued by the Minister for Education, personal mobile phones must not be used at Thomas Mitchell Primary School during school hours, including lunchtime and recess, and camps and excursions, 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**

Communication devices owned by students at Thomas Mitchell 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 Thomas Mitchell 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 Department's [Personal Goods policy](#).

Where students bring a communication device to school, Thomas Mitchell Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Thomas Mitchell Primary School students are required to store their phones in the lockable red cabinet in their classroom.

### **Enforcement**

Students who use their personal communication devices inappropriately at Thomas Mitchell Primary School may be issued with consequences consistent with our school's existing policies - '*Personal Use of Electronic Devices Policy*', '*Student Engagement and Wellbeing Policy*'.

At Thomas Mitchell Primary School inappropriate use of mobile phones is **any use during school hours**, unless an exception has been granted.

### **Exceptions**

Exceptions to the policy:

- may be applied during school hours if certain conditions are met, specifically,
  - Health and wellbeing-related exceptions; and
- can be granted by the Principal or Assistant Principals, in accordance with the Department's [Mobile Phones Policy](#).

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

### **Exclusions**

This policy does not apply to

- Out-of-School-Hours Care (OSHC)
- Out-of-school-hours events
- Travelling to and from school

## **RELATED POLICIES AND RESOURCES**

- [Mobile Phones – Department Policy](#)
- [Personal Goods – Department policy](#)

## **REVIEW PERIOD**

- This policy will be reviewed as part of the cyclic review process.