LUCKNOW PRIMARY SCHOOL

Mobile Phone – Student Use

Purpose

To explain to our school community the Department's and Lucknow 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 Lucknow 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."

Policies

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

At Lucknow Primary School:

- Students who choose to bring mobile phones to school must have them switched off and securely stored during school hours.
- Students mobile phones must remain turned off in their bags whilst on school premises (before/after the school day e.g. waiting for the bus, before arriving at the classroom).
- 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 Lucknow 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.

Secure storage

Mobile phones and other personal mobile devices owned by students at Lucknow 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 and other personal mobile devices to school unless there is a compelling reason to do so. Please note that Lucknow 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 mobile phone to school, Lucknow Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Lucknow Primary School students are required to give their phones to their classroom teacher at the beginning of the day. The teacher will store the mobile phone securely in a locked cabinet in the classroom. Mobile phones will be returned at the end of the day.

Enforcement

Students who use their personal mobile phones inappropriately at Lucknow Primary School may be issued with consequences consistent with our school's existing student engagement polices. Refer to our Student Wellbeing and Engagement policy.

At Lucknow 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, changing rooms, swimming pools and gyms
- during exams and assessments

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:

1. Learning-related exceptions

2. Health and wellbeing-related exceptions

3. Exceptions related to managing risk when students are offsite

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

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Camps, excursions and extracurricular activities

Lucknow 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.

This policy does not apply to
- 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

- [Student Wellbeing and Engagement Policy](#)
- [Mobile Phones – Department Policy](#)
- [Ban, Search and Seize Harmful Items](#)
- [Personal Goods – Department policy](#)
- [Mobile Phones — Student Use Policy](#)

Approval and review

Created date	July 2022
Consultation	School Council
Endorsed by	Principal
Endorsed on	16th August 2022
Next review date	July 2025