



MOBILE PHONES POLICY

UNIVERSITY PARK PRIMARY SCHOOL



Help for non-English speakers

If you need help to understand the information in this policy please contact the school office on 9366 1356.

PURPOSE:

To explain to our school community the Department's and University Park Primary School's policy requirements and expectations relating to students using mobile phones during school hours.

SCOPE:

This policy applies to:

1. All students at University Park Primary School and,
2. Students' personal mobile phones brought onto school premises during school hours, including recess and lunchtime.

DEFINITION:

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:

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

At University Park Primary School:

- Students who choose to bring mobile phones to school must have them switched off and securely stored at the school office 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 — Student Use Policy](#) issued by the Minister for Education, personal mobile phones must not be used at University Park 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 owned by students at University Park 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 University Park 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 [University Park Primary School's Personal Property Policy](#) AND/OR the Department's [Claims for Property Damage and Medical Expenses policy](#).

Where students bring a mobile phone to school, University Park Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At University Park Primary School students are required to hand their phones into the school administration office to be placed in a lockable cupboard.

Enforcement

Students who use their personal mobile phones inappropriately at University Park Primary School may be issued with consequences consistent with our school's existing [Student Wellbeing and Engagement Policy](#).

At University Park 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.

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 — Student Use Policy](#).

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

Camps, excursions and extracurricular activities

University Park 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.

Exclusions

This policy does not apply to

- Out-of-School-Hours Care (OSHC)
- Out-of-school-hours events
- Travelling to and from school
- iPads and all other personal devices

FURTHER INFORMATION AND RESOURCES:

- [Mobile Phones — Student Use Policy](#)

REVIEW CYCLE AND EVALUATION:

This policy was last updated in **August 2024** and is scheduled for review in **August 2028**