



MOBILE PHONES – STUDENT USE POLICY

Camp Hill Primary School



Help for non-English speakers.

If you need help to understand the information in this policy, please contact the office on 54433367.

PURPOSE

To explain to our school community the Department’s and Camp Hill Primary School’ 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 Camp Hill 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.

POLICY

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

At Example School:

- Students who choose to bring mobile phones to school must have them switched off and securely stored in their school bags 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 Camp Hill 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 Camp Hill 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 Camp Hill 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 [Camp Hill Primary School' Personal Property Policy or the Department's [Claims for Property Damage and Medical Expenses policy](#).

Where students bring a mobile phone to school, Camp Hill Primary School will provide secure storage if requested. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Camp Hill Primary School students are required to store their phones in their bags and phones must be always turned off during school hours.

Students who attend camps or excursions will not be permitted to take phones with them. Teachers carry phones, which can be used in the case of emergency. In a camp situation, contact details will be made available to parents prior to departure.

Enforcement

Students who use their personal mobile phones inappropriately at Camp Hill Primary School may be issued with consequences consistent with our school's existing student engagement policies including the *Student Wellbeing and Engagement* and/or *Bullying Prevention* policies.

At Camp Hill 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 — Student Use Policy](#).

Exceptions allowed under the Department's [Mobile Phones — Student Use Policy](#) are:

1. Learning-related exceptions

Specific exception	Documentation
For specific learning activities (class-based exception)	Unit of work, learning sequence
For students for whom a reasonable adjustment to a learning program is needed because of a disability or learning difficulty	Individual Education Plan

2. Health and wellbeing-related exceptions

Specific exception	Documentation
Students with a health condition	Student Health Support Plan
Students who are Young Carers	A localised student record

3. Exceptions related to managing risk when students are offsite

Specific exception	Documentation
Travelling to and from excursions	Risk assessment planning documentation
Students on excursions and camps	Risk assessment planning documentation
Students with a dual enrolment or who need to undertake intercampus travel	Risk assessment planning documentation

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

Camp Hill 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

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
- Included in transition and enrolment packs
- Discussed at parent information nights/sessions
- Hard copy available from school administration upon request

RELATED POLICIES AND RESOURCES

- *Student Wellbeing and Engagement, Code of Conduct, Personal Property, Bullying Prevention, Inclusion & Diversity policies*
- [Mobile Phones — Student Use Policy](#)
- [Claims for Property Damage and Medical Expenses policy](#)

POLICY REVIEW AND APPROVAL

Policy last reviewed	2024
Consultation	School Council School Captains forum
Approved by	Principal
Next scheduled review date	2026

Camp Hill Primary School
Student Mobile Phone/Device Policy



Appendix A

Parent Permission Form:

Student _____ Class _____

Please explain below the extenuating circumstances requiring your child to bring a mobile phone to school. Please ensure you have made yourself familiar with the Camp Hill Primary School Student Mobile Phone Policy which clearly outlines school guidelines for student use of mobile phones in our school.

This form is to be handed to the office for the principal's approval.

Reason:

My child needs to bring a mobile phone to school on the following date/s:

Signed: _____ Date: _____

Print name: _____

Principal's signature: _____

Approval granted:

(Yes/no)