

Avondale Primary School

MOBILE PHONE POLICY



Statement of Commitment to Child Safety

Avondale Primary School is a child safe organisation which welcomes all children, young people and their families.

We are committed to providing environments where our students are safe and feel safe, where their participation is valued, their views respected, and their voices are heard about decisions that affect their lives. Our child safe policies, strategies and practices are inclusive of the needs of all children and students.

Avondale Primary school's approach to creating and maintaining a child safe school environment is guided by our school philosophy and values. At Avondale Primary School our vision is 'to create a community that strives for excellence through high quality learning, engagement and wellbeing for all.'

We have no tolerance for child abuse and take proactive steps to identify and manage any risk of harm to students in our school environments.

We promote positive relationships between students and adults and between students and their peers. These relationships are based on trust and respect.

When child safety concerns are raised or identified, we treat these seriously and respond promptly and thoroughly.

Particular attention is given to the child safety needs of Aboriginal students, those from culturally and linguistically diverse backgrounds, international students, students with disabilities, those unable to live at home, children and young people who identify as lesbian, gay, bisexual, trans and gender diverse, intersex and queer (LGBTIQ+) and other students experiencing risk or vulnerability. Inappropriate or harmful behaviour targeting students based on these or other characteristics, such as racism or homophobia, are not tolerated at our school, and any instances identified will be addressed with appropriate consequences.

Child safety is a shared responsibility. Every person involved in our school has an important role in promoting child safety and wellbeing and promptly raising any issues or concerns about a child's safety.

We are committed to regularly reviewing our child safe practices, and seeking input from our students, families, staff, and volunteers to inform our ongoing strategies.



Help for non-English speakers

If you need help to understand the information in this policy, please contact the school on 9318 1755.

PURPOSE

To explain to our school community the Department's and Avondale Primary School's policy requirements and expectations relating to students using mobile phones and other personal mobile devices during school hours, or during school activities.

SCOPE

This policy applies to:

1. All students at Avondale 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.

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POLICY

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

At Avondale Primary School:

- Students who choose to bring mobile phones and other personal mobile devices to school must have them switched off and securely stored at the school admin office upon arrival at school and 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 on 9318 1755

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 Avondale 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.

At Avondale Primary School students will:

- Have a signed mobile phone permission form submitted by their parents approved by the Principal
- Deposit their labelled mobile phones, personal internet enabled and/or recording devices at the office when they arrive at school. Students are not to be in possession of their mobile phone during school hours while at school, or participating in external school activities.
- Understand that they are not allowed to use their mobile phones, personal internet enabled and recording devices to contact others or photograph, film or record other students
- Ensure that their mobile phone, personal internet enabled and/or recording device has been switched off when they leave them at the office
- Understand that they are responsible for their own mobile phones, personal internet enabled and/or recording device and that the school is not responsible for any damage, loss or theft of phones or devices unless the device is signed in and received at the office.
- Discuss with our office staff to ensure they understand their rights and responsibilities mobile phones, personal internet enabled and/or recording device use at school. If these procedures have not been followed, the phone will be confiscated from the student and the parent will be asked to collect it from the school office

When emergencies occur, parents or carers should reach their child by calling the school's office

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Secure storage

Mobile phones owned by students at Avondale 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 Avondale 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 Avondale 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, Avondale Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Avondale Primary School students are required to sign in and store their phones at the school admin office in a lockable storage cupboard.

Enforcement

Students who use their personal mobile phones inappropriately at Avondale Primary School may be issued with consequences consistent with our school's existing student engagement policies, for example, *Student Wellbeing and Engagement*, *Code of Conduct* and *Bullying* policies.

At Avondale 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 grounds, toilets, learning spaces/classrooms, school excursion venues
- 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](#).

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

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Camps, excursions and extracurricular activities

Avondale Primary School will provide students and their parents and carers with information about items that can and cannot be brought to camps, excursions, special activities and events, including personal mobile phones and other personal mobile devices.

Teachers report to parents of students on camp via Compass. If teachers need to communicate to parents they have all the contact details necessary to do so.

Exclusions

This policy does not apply to

- Out-of-School-Hours Care (OSHC)
- 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
- Discussed at parent/carer information nights/sessions
- Hard copy available from school administration upon request

RELATED POLICIES AND RESOURCES

- Student Wellbeing and Engagement Policy
- Bullying Prevention Policy
- Child Safety Code of Conduct
- Personal Property Policy
- [Weapons — Banning, Searching and Seizing Harmful Items](#)
- [Claims for Property Damage and Medical Expenses policy](#)

POLICY REVIEW AND APPROVAL

Policy last reviewed	January 31 st 2024
Consultation	SIT January 31 st 2024
Approved by	Principal
Next scheduled review date	January 30 th 2025