

CHALCOT LODGE PRIMARY SCHOOL

POLICY: Mobile Phones

22nd February 2023

Purpose

To explain to our school community the Department's and Chalcot Lodge PS 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 Chalcot Lodge PS 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

Chalcot Lodge PS understands that students may bring a personal mobile phone to school, particularly if they are travelling independently to and from school.

At Chalcot Lodge PS:

- Students who choose to bring mobile phones to school must have them switched off and securely stored in the front office
- 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 Chalcot Lodge PS during school hours, including lunchtime and recess.

Secure storage

Mobile phones owned by students at Chalcot Lodge PS 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 Chalcot Lodge PS 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 [Claims for Property Damage and Medical Expenses policy](#).

Where students bring a mobile phone to school, Chalcot Lodge PS will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Chalcot Lodge PS students are required to store their phones at the front office as soon as they arrive at school until the end of the school day.

Enforcement

Students who use their personal mobile phones inappropriately at Chalcot Lodge PS may be issued with consequences consistent with our school's existing Student Wellbeing and Engagement policies.

At Chalcot Lodge PS 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

Camps, excursions and extracurricular activities

Chalcot Lodge PS 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

- [Claims for Property Damage and Medical Expenses policy](#)

POLICY REVIEW AND APPROVAL

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| Policy last reviewed | 22nd February 2023 or earlier as required] |
| Approved by | Principal |
| Next scheduled review date | February 2026 |