KIND HEARTS, EXCEPTIONAL MINDS!

Berri Primary School

BERRI PRIMARY STUDENT USE OF MOBILE PHONES AND PERSONAL DEVICES

This school policy is implemented in line with the Department for Education's Student Use of Mobile Phones and Personal Devices Policy, which applies to all government schools.

Personal devices include, but are not limited to, mobile phones, smartwatches, and other digital devices that are capable of sending or receiving messages or calls and/or connecting to the internet, as well as personal laptops or iPads that are not owned by the school and have not been brought to school under the Bring Your Own Device (BYOD) agreement.

Rationale

The aim of this policy is to help promote:

- safe environments with reduced negative impacts from the inappropriate use of devices at school, such as cyberbullying, exposure to harmful content, and critical incidents involving mobile phones,
- classroom environments where teachers can teach and students can learn free from distractions caused by personal use of devices; and
- break times as quality time away from screens, encouraging physical activity, play, and meaningful face-to-face connections with peers.

Personal devices at school

Under South Australian law, students cannot use their mobile phones and personal devices at school during school hours.

The department and school recognise that there are legitimate reasons for students to bring a mobile phone or personal device to school.

This may include:

- to ensure their safety while travelling
- so that parents can contact them outside school hours

During the school day, students are not permitted to access or use their mobile phones or other personal devices. Students must switch off or mute their devices before storing them at the beginning of the school day. They will not be able to access their device until the end of the school day.

Storage of personal devices at school

Students are required to hand in their devices to the office, as directed, upon arrival at school each day. Students will be able to collect their device at the end of the day, or when signed out by a parent.

Responses to non-compliance

Where students use personal devices at school without an approved exemption, or use them inappropriately, there will be a response, which may include but is not limited to:

- students will be verbally instructed to switch off their personal devices and store them as directed. If students refuse to cooperate, the school's behaviour management steps will be implemented
- confiscation of the personal device, to be kept securely in the front office and collected by the parent/carer of the student, or returned to the student at the end of the day
- time out, take home, suspension

Parents will be informed of the issue and the consequences that were implemented.

Exemptions – Exceptional circumstances

Individual students may have extenuating reasons for needing access to their personal device during school hours, such as where:

- the device is used to monitor or help manage a health condition,
- the device is a negotiated adjustment to a learning program for a student with disability or learning difficulties; and
- the device is used for translation by a student with English as an additional language, with assistance from staff.

Please contact the school if you need to request an exemption due to exceptional circumstances. This request will be considered by the principal (or delegate) on a case-by-case basis. If approved, the exemption will be recorded in the student's file or health care/learning plan.

Roles and responsibilities

Principal

- ensure there is a process for regular review of the school's local policy,
- ensure the school's policy has been endorsed by Governing Council and is clearly communicated and accessible to all students, staff, and families,
- ensure processes are in place for monitoring internet and school network use by all members of the school community,
- enforce the policy and responses to instances of non-compliance,
- consider requests for exemptions from parents or independent students due to exceptional circumstances on a case-by-case basis. Ensure that approved exemptions in this category are documented and that relevant staff, including temporary relief teachers, are informed about students with an exemption,
- model appropriate use of mobile phones and support school staff to do the same,
- support families to understand the importance of promoting safe, responsible, and respectful use of mobile phones with children; and
- report and respond to incidents of inappropriate or illegal use of personal devices in line with department policy, procedures, and any legal requirements.

School staff

- deliver learning opportunities that maintain a safe and productive learning environment, and take steps to minimise distractions from the non-educational use of personal devices in learning environments,
- report and respond to incidents of inappropriate use of personal devices in line with department policy, procedures, and any legal requirements,
- ensure students who are given permission to access their personal device use it appropriately and only for the specified purpose, and store their personal devices away after the exempted activity has concluded,
- assist with student personal devices being handed in and returned to students (or their parent/carer) by the end of the same school day,
- model appropriate use of mobile phones and support families to understand the importance of promoting safe, responsible, and respectful use of mobile phones with their children; and
- use mobile phones for work-related or emergency purposes only when students are under their care.

Students

- comply with the requirements of this policy and follow all reasonable directions from the principal and school staff,
- switch all personal devices off, or put them into flight mode, on arrival at school each day and store them away as specified in this policy,
- if permitted to use a mobile phone or personal device under an exemption, do so in a safe, responsible, and respectful way and support peers to do the same. Use should be confined to the issue/reason for the exemption only,
- communicate respectfully with others and do not use a mobile phone or other personal device to bully, harass, or threaten another person,
- when using a personal device during an exemption or for an agreed purpose, respect others' rights to privacy and do not take photos, film, or audio recordings of other people without their knowledge or permission; and
- once students collect their device, they must not return inside the fenced school area.

Parents

- support the school's implementation of this policy, including the consequences for non-compliance,
- use the school's formal communication channels in all instances to communicate with the school or to make contact with their child during school hours, including where a student requires early collection from school,
- encourage their child to report to a staff member in the first instance if they become unwell or experience an issue at school,
- recognise the important role they play in supporting their child to use their mobile phone or other personal device in a safe, responsible, and respectful way; and
- model this by not taking photos of students at school or school events on personal devices.

Supporting documents

This document is supported by the following school policies:

- Behaviour Management Policy
- Anti-Bullying Policy
- IT User Agreements
- Communication and review

Policies can be found on our school website, www.berrips.sa.edu.au, or by sending a request via the front office.

This policy has been developed from the South Australian Department for Education policy as directed and is approved by the Berri Primary School Governing Council. The policy will be reviewed within 12 months of release and then every 3 years.

Questions, concerns, and further information

This policy has been implemented by the school in line with the Department for Education's Student Use of Mobile Phones and Personal Devices Policy.

You can find more information about this policy, and links to further resources for parents about personal devices and online safety, on the department's website: Mobile phones and personal devices at school (education.sa.gov.au).

If you have any questions or concerns about the department's policy, you can contact the department at: Email: education.customers@sa.gov.au or submit an online feedback form.

Phone: Freecall 1800 088 158

Date completed: Term 4, 2026

Review date: 28/10/2029

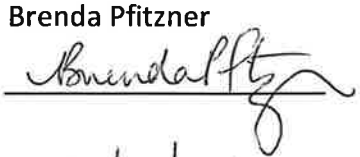
Approved by Berri Primary School Governing Council, October, 2026.

Chairperson: Mr Deon Hallam

Signed: 

Date: 02/11/2026

Principal: Mrs Brenda Pfitzner

Signed: 

Date: 2/11/26