

OFFICIAL

# BAMBARA

## *Primary School*



### **Mobile Phone Policy**

(Aligned with the Department of Education WA –  
Student Use of Mobile Phones in Public Schools Policy)

## POLICY STATEMENT

The Department of Education does not permit students to use mobile phones in public schools unless the use is for a documented medical requirement or a teacher-directed educational purpose.

Bambara Primary School follows the Department's 'off and away all day' expectation to promote a safe, respectful, and focused learning environment, making everyone feel valued and protected.

## PURPOSE

This policy outlines how mobile phones and smart devices are managed at Bambara Primary School. Its purpose is to:

- Protect student well-being and privacy
- Minimise distractions in the learning environment
- Reduce the risk of cyberbullying
- Ensure consistent and safe communication practices

## SCOPE

This policy applies to:

- All students from Kindergarten to Year 6
- All mobile phones and smart devices, including smartwatches and fitness trackers with messaging, call, or internet capabilities
- All school grounds, school hours, and any school-related activities, including excursions and events

## DEFINITIONS

Mobile phone – Any device capable of calling, texting, recording, photographing, or accessing the internet.

Smart device – Wearable devices such as smartwatches or fitness trackers with messaging, calling, notifications, or internet connectivity.

School day – From the moment a student enters the school grounds until the final bell.

## POLICY OVERVIEW

At Bambara Primary School:

- Students must **not** use mobile phones during the school day.
- All mobile phones must be switched off and stored at the front office on arrival.
- Students must not keep mobile phones in their bags, pockets, or desks during school hours.
- Smart devices with communication capabilities must be placed in flight mode or have communication features disabled before entering the classroom, e.g., set to school mode from 8.35 am to 3.00 pm.
- Staff may check for compliance.

## BRINGING DEVICES TO SCHOOL

Mobile phones must be handed in at the office each morning.

- Devices are collected by the student at the end of the school day.
- Devices should only be brought when necessary (e.g., after-school travel).

## RESPONSIBILITIES

### **Student Responsibilities:**

- Hand in mobile phones daily.
- Ensure devices are switched off before arriving at school.

### **Parent/Carer Responsibilities:**

- Support the policy by discouraging unnecessary device use.
- Contact the school office, not the student, during school hours.

### **Staff Responsibilities:**

- Enforce the policy consistently and fairly.
- Store confiscated devices securely.
- Uphold student privacy.

## UNACCEPTABLE USE

Examples include but are not limited to:

- Accessing or using a mobile phone during school hours
- Taking photos, videos, or audio recordings at school
- Using a device to bully, intimidate, or harass others
- Communicating with others during class or break times
- Using mobile devices on school buses or excursions unless approved by staff

## CONSEQUENCES FOR BREACHES

1. First breach – Device stored at the office until the end of the day.
2. Second breach – Parent/carers contacted; device must be collected.
3. Subsequent breaches – May affect Good Standing or privileges under the Behaviour Policy.

#### EXEMPTIONS

Requests for exemptions must be made in writing to the principal and will be considered on a case-by-case basis.

#### COMMUNICATION WITH FAMILIES

Parents and carers must contact students via the school office on 0620 62150. Students needing to contact home must do so through a teacher or the office. All communication must occur via administration during school hours.

#### REVIEW AND COMPLIANCE

This policy is regularly reviewed to ensure alignment with the Department of Education WA's policy and best practice.

More info: <https://www.education.wa.edu.au/mobile-phones>

Updated and approved by: Paula Bell, Principal

Date: February 2026

