



## MOBILE PHONES – STUDENT USE (October 2019)

### PURPOSE

To explain to our school community the Department's and Edithvale Primary School's 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 Edithvale 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

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

At Edithvale Primary School:

- Students who choose to bring mobile phones to school must have them switched off and securely stored during school hours and while on school grounds.
- 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 Policy](#) issued by the Minister for Education, personal mobile phones must not be used at Edithvale 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 Edithvale 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 Edithvale 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. Edithvale Primary School does not take responsibility for items of personal property that are lost, stolen or damaged at school or during school activities. Damage to personal property brought to school is the responsibility of the owner of that property.

Where students bring a mobile phone to school, Edithvale Primary school will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Edithvale Primary school students, immediately upon arrival at school are required to hand their phones in to their classroom teacher or into the school administration office to be placed in a lockable cupboard.

### Enforcement

Students who use their personal mobile phones inappropriately at Edithvale Primary school may be issued with consequences consistent with our school's existing student engagement policies including *Student Wellbeing and Engagement* and *Code of Conduct*

Staff will instruct any student to hand over their mobile phones or other personal mobile devices to a staff member whenever they are on school premises and if the student refuses to hand over the items, implement the relevant disciplinary provision within the student code of conduct. This may include detention or a loss of school-based privileges,

At Edithvale 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

### 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 Policy](#).

The three categories of exceptions allowed under the Department's [Mobile Phones 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 Learning Plan, Individual Education Plan

### 2. Health and wellbeing-related exceptions

Specific exception	Documentation
Students with a health condition - including those with diabetes who may use their mobile phone to monitor their blood sugar	Student Health Support Plan
Students who are Young Carers - providing care to a parent with health issue may need to use their mobile phone to discuss health issues with medical professionals and the person they are caring for, during the school day	A localised student record

### 3. Exceptions related to managing risk when students are offsite

Specific exception
Travelling to and from excursions
Students on excursions and camps
When students are offsite (not on school grounds) and unsupervised with parental permission
Students with a dual enrolment or who need to undertake intercampus travel

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**

Edithvale 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

### **RELATED POLICIES AND RESOURCES**

- *Student Wellbeing and Engagement*,
- *Code of Conduct*,
- [Mobile Phones - Department Policy](#)
- [Ban, Search and Seize Harmful Items](#)
- [Personal Goods - Department policy](#)

### **REVIEW CYCLE**

This policy was last updated on October 15, 2019 and is scheduled for review in 2023 (4 yearly). This policy will also be updated if significant changes are made that require a revision of this policy.