



Moe (South Street) Primary School 4662

'Be Safe, Be a Learner, Be Respectful'

Mobile Phone- Student Use Policy

PURPOSE

To explain to our school community the Department's and South Street's policy requirements and expectations relating to students using mobile phones/smart watches and other personal mobile devices during school hours.

SCOPE

This policy applies to:

1. All students at South Street and,
2. Students' personal mobile phone 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

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

At South Street:

- Students who choose to bring mobile phones/smart watches to school must have them switched off and securely stored during school hours
- Phones will be handed into the classroom teacher at the beginning of the day and be returned at the end of the day.
- 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 South Street 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/smart watches owned by students at South Street 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/smart watches to school unless there is a compelling reason to do so. Please note **that South Street 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.**

Where students bring a mobile phone to school, South Street will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At South Street students are required to store their phones with the classroom teacher who will lock them away in a secure locked box located in the classroom teacher's office.

Enforcement

Students who use their personal mobile phones/smart watches inappropriately at South Street may be issued with consequences consistent with our school's existing student engagement policies *Student Wellbeing and Engagement policy*.

At South Street inappropriate use of mobile phones/smart watches is **any use during school hours** (from arriving at school to the end of the school day), unless an exception has been granted, and particularly use of a mobile phone:

- listening to music
- 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
- 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 Policy](#).

The three categories of exceptions allowed under the Department's [Mobile Phones Policy](#) are:

1. Learning-related exceptions

| Specific exception | Documentation |
|--|---|
| 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 | Student Health Support Plan |
| Students who are Young Carers | A localised student record |

3. Exceptions related to managing risk when students are offsite

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

Where an exception is granted, the student can only use the mobile phone/smart watches for the purpose for which it was granted.

Camps, excursions and extracurricular activities

South Street 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/ smart watches.

Exclusions

This policy does not apply to

- Out-of-School-Hours Care (OSHC)
- Out-of-school-hours events
- Travelling to and from school
- iPads and all other personal devices

RELATED POLICIES AND RESOURCES

- *Student Wellbeing and Engagement*
- [Mobile Phones – Department Policy](#)
- [\[the below are optional references to Department policy \]](#)
- [Ban, Search and Seize Harmful Items](#)
- [Personal Goods – Department policy](#)

REVIEW PERIOD

This policy was last updated on 10/12/2019

