

MOBILE PHONES – STUDENT USE



Help for non-English speakers

If you need help to understand the information in this policy please contact Eltham North Primary School

PURPOSE

To explain to our school community the Department's and Eltham North Primary School's policy requirements and expectations relating to students using mobile phones and smart watches or other smart devices during school hours.

SCOPE

This policy applies to:

1. All students at Eltham North Primary School and,
2. Students' personal mobile phones, smart watches and smart 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. It includes wearable smart devices.

POLICY

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

At Eltham North Primary School:

- Students who choose to bring mobile phones to school must, surrender the phone to the classroom teacher from 9am - 3:30pm and securely stored during school hours. Wearable smart devices must be in 'school mode' between the hours of 9:00-3:30pm. It is expected that parents will be responsible for ensuring that the students does not have the capability to switch the mode.
- 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 – Student Use Policy](#) issued by the Minister for Education, personal mobile phones and wearable smart devices must not be used at Eltham North 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 and smart devices as described above owned by students at Eltham North 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 Eltham North 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. Refer to the

Where students bring a mobile phone or smart device to school, Eltham North Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Eltham North Primary School students are required to surrender their smart devices to the classroom teacher at 9:00am for secure storage until 3:30pm. Wearable smart devices must be in 'school mode' between 9:00 - 3:30pm. It is expected that parents will be responsible for ensuring that the students does not have the capability to switch the mode.

Enforcement

Students who use their personal mobile phones or smart devices inappropriately at Eltham North Primary School may be issued with consequences consistent with our school's existing student engagement policies.

At Eltham North 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
- 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 — Student Use Policy](#).

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

1. Learning-related exceptions

Specific exception	Documentation
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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
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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

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

Eltham North 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 events
- Travelling to and from school

COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Available publicly on our school's website (or insert other online parent/carer/student communication method)
- Hard copy available from school administration upon request

RELATED POLICIES AND RESOURCES

- [Weapons — Banning, Searching and Seizing Harmful Items](#)
- [Claims for Property Damage and Medical Expenses policy](#)

POLICY REVIEW AND APPROVAL

Policy last reviewed	October 2022
Consultation	School Council
Approved by	Principal
Next scheduled review date	October 2024