

MOBILE PHONES – STUDENT USE

PURPOSE

To explain to our school community the Department's and Tooradin Primary School's policy requirements and expectations relating to students using mobile phones and other personal mobile devices-such as smartwatches during school hours

SCOPE

This policy applies to:

1. All students at Tooradin Primary School and,
2. Students' personal mobile phones and other personal mobile devices as smartwatches 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."

An Ipad/personal communication device is an electronic device with internet connection and communication capability.

POLICY

Tooradin Primary School understands that students may bring a personal mobile phone or other personal mobile devices (such as smartwatches) to school, particularly if they are travelling independently to and from school.

At Tooradin Primary School:

- Students who choose to bring mobile phones or other personal mobile devices (such as smartwatches, ipads, etc) to school must have them switched off and hand them into the school office on their arrival to be securely stored during school hours
- Smartwatches need to be set by parents to "school 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 phone or other personal mobile devices (such as smartwatches) must not be used at Tooradin 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 or other personal mobile devices (such as smartwatches) owned by students at Tooradin 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 Tooradin 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 Department's [Claims for Property Damage and Medical Expenses policy](#).

Where students bring a mobile phone or other personal mobile devices (such as smartwatches) to school, Tooradin Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Tooradin Primary School students are required to store their phones at the General Office where they will be stored securely from the time they arrive until the they leave at the end of the day.

Enforcement

Students who use their personal mobile phones or other personal mobile devices (such as smartwatches) inappropriately at Tooradin Primary School may be issued with consequences consistent with our school's existing student engagement policies such as found in our *Student Wellbeing and Engagement* and *Code of Conduct or Bullying* policies.

At Tooradin Primary School inappropriate use of mobile phones or other personal mobile devices (such as smartwatches) 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, 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
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 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 or other personal mobile devices (such as smartwatches) for the purpose for which it was granted.

Camps, excursions and extracurricular activities

Tooradin 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 and other mobile devices such as smartwatches.

Inclusions

This policy also applies to

- Out-of-School-Hours Care (OSHC)
- Out-of-school-hours events on site (such as Graduation)
- Wearable devices such as smartwatches

