



MOBILE PHONES – STUDENT USE



Help for non-English speakers

If you need help to understand the information in this policy please contact the Principal

PURPOSE

To explain to our school community the Department's and New Gisborne Primary School's policy requirements and expectations relating to students using mobile phones and other personal mobile devices during school hours. This policy **does not** relate to the school's BYOD iPad Program in Years 4 to 6.

SCOPE

This policy applies to:

1. All students at New Gisborne 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. If your smart watch is able to synch with your mobile phone, receive notifications, take calls, record and play videos or act as a camera, it is not permitted to be at school, unless an exemption has been given for medical reasons.

POLICY

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

At New Gisborne Primary School:

- Students who choose to bring mobile phones to school must have them switched off and securely stored during school hours
- Exceptions to this policy may be applied if certain conditions are met (see below for further information)
- Smart Watches are not to be worn at school if they have cellular or network capability
- 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 devices must not be used at New Gisborne Primary School during school hours, including lunchtime and recess, unless an exemption has been granted.

Where a student has been granted an exemption, the student must use their mobile device only for the purpose for which the exemption was granted, and in a safe, ethical and responsible manner.

Secure storage

Mobile devices owned by students at New Gisborne 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 device to school unless there is a compelling reason to do so. Please note that New Gisborne 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/device to school, New Gisborne Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At New Gisborne Primary School students are required to hand their mobile phones/devices to their classroom teacher. If a child leaves their mobile phone/device in their bag they do so at their own risk.

Enforcement

Students who use their personal mobile phones/devices inappropriately at New Gisborne Primary School may be issued with consequences consistent with our school's existing *Student Wellbeing and Engagement* and/or *Code of Conduct* or *Bullying* policies

At New Gisborne Primary School inappropriate use of mobile phones/devices is **any use during school hours**, unless an exemption has been granted, and particularly use of a mobile phone/device:

- 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 their delegate, in accordance with the Department's [Mobile Phones — Student Use Policy](#).

The three categories of exemptions 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 Learning Plan, Individual Education Plan

2. Health and wellbeing-related exceptions

Specific exception	Documentation
Students with a health condition	Student Health Support Plan

Where an exemption is granted, the student can only use the mobile phone for the purpose for which it was granted.

Exclusions

This policy does not apply to

- Out-of-School-Hours Care (OSHC)
- 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)
- Included in staff induction processes and staff training

RELATED POLICIES AND RESOURCES

- *Student Wellbeing and Engagement*
- *Code of Conduct*
- [Mobile Phones — Student Use Policy](#)
- [Weapons — Banning, Searching and Seizing Harmful Items](#)
- [Claims for Property Damage and Medical Expenses policy](#)

POLICY REVIEW AND APPROVAL

Policy last reviewed	May 2023
Approved by	Principal
Next scheduled review date	May 2027