



# Mobile Devices Policy

## 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.

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12/02/2020	1.0	12/02/2023	

## Personal mobile phone use

In accordance with the Department's [Mobile Phones 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 [Personal Goods 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 engagement 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.

## Exemptions

Exemptions 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 Policy](#).

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

### 1. Learning-related

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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

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

The mobile phone policy does not apply in the following circumstances:

Specific Exclusions	Rationale
Out-of-School-Hours-Care (OSHC)	Policy is not applicable, as attendance falls outside of school hours. The OSHC may have their own policy.
Travelling to and from school	Policy is not applicable when travel falls outside school hours.

## RELATED POLICIES AND RESOURCES

- [Mobile Phones – Department Policy](#)
- [Personal Goods – Department policy](#)

### Evaluation:

This policy will be reviewed with whole staff, student, parent and community input as part of the school's three-year review cycle.

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