

# STUDENT MOBILE PHONE POLICY

## RATIONALE

The Minister for Education released a new [Students Using Mobile Phones Policy](#) for all Victorian government schools on **7 October 2019**. This policy requires that **from Term 1 2020**, students who choose to bring mobile phones to school must have them switched off and securely stored during school hours, including recess and lunchtime.

## PURPOSE

To explain to our school community the Education Department's and Goornong Primary School's policy requirements and expectations relating to students using mobile phones during school hours.

## SCOPE

This policy applies to:

1. All students at Goornong Primary School and,
2. Students' personal mobile phones 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

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

At Goornong Primary School:

- Students who 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).
- 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 Goornong 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 owned by students at Goornong 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 Goornong 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 Education Department's [Personal Goods policy](#) for further information.

Where students bring a mobile phone to school, Goornong Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Goornong Primary School, students are required to hand their phone to their classroom teacher upon arrival at school, who will ensure their phone is securely stored in the school safe. Goornong Primary School also asks that parents/carers notify the school if their child is bringing a phone to school.

## Enforcement

In the instance where a student is found to have a mobile phone at school, they will be asked to hand over the item so it can be stored securely. If the student refuses to hand over the item, consequences consistent with our school's existing Student Engagement & Wellbeing and Behaviour Management policies will be applied. This may include a phone call to the child's parents.

Students who use their personal mobile phones inappropriately at Goornong Primary School may be issued with consequences consistent with our school's existing Student Engagement & Wellbeing and Behaviour Management policies.

At Goornong Primary School inappropriate use of mobile phones is **any use during school hours**, unless an exception has been granted. In particular, use of a mobile phone for the following purposes will not be tolerated.

- Use of a mobile phone in a way that disrupts the learning of others.
- Use of a mobile phone to send inappropriate, harassing or threatening messages or phone calls to engage in inappropriate social media use including cyber bullying.
- Use of a mobile phone to capture video or images of people, including students, teachers and members of the school community without their permission.

## 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 off-site.
- Can be granted by the principal in accordance with the Department's [Mobile Phones Policy](#).

The three categories of exceptions allowed under the Education Department's [Mobile Phones 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
Students who are Young Carers	A localised student record

### 3. Exceptions related to managing risk when students are off-site

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 for the purpose for which it was granted.

## Camps, excursions and extra-curricular activities

Goornong 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

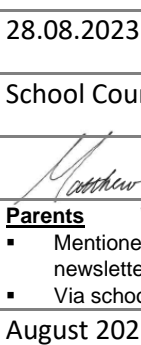
This policy does not apply to:

- Out-of-school-hours events.
- Travelling to and from school.
- iPads and all other personal devices, unless these have telecommunications functionality.

## RELATED POLICIES AND RESOURCES

- Student Engagement & Wellbeing Policy
- [Mobile Phones – Department Policy](#)
- [Ban, Search and Seize Harmful Items](#)
- [Personal Goods – Department policy](#)

## POLICY EVALUATION & REVIEW

<b>Date Reviewed</b>	28.08.2023	
<b>Approved By</b>	School Council	
<b>Approval Authority (Signature &amp; Date)</b>	 28.08.2023	
<b>Communication Procedures</b>	<b>Parents</b> <ul style="list-style-type: none"><li>▪ Mentioned in school newsletter.</li><li>▪ Via school website.</li></ul>	<b>Staff</b> <ul style="list-style-type: none"><li>▪ Via Induction Pack.</li></ul>
<b>Next Review Date</b>	August 2025	