



## MOBILE PHONES – STUDENT USE

### PURPOSE

To explain to our school community the Department's and Gisborne Primary School's policy requirements and expectations relating to students using mobile phones, smartwatches and all other personal mobile devices during school hours and within school grounds at any time.

### SCOPE

This policy applies to:

1. All students at Gisborne Primary School who may bring personal mobile phones, smartwatches and other personal mobile devices onto school premises during school hours, including recess and lunchtime.
2. All students at Gisborne Primary School will not access their devices until they have left the school grounds.

### DEFINITIONS

**A mobile phone** (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 smartwatches) is a telephone with access to a cellular (telecommunication) system, with or without a physical connection to a network.

### POLICY

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 Gisborne Primary School:

- Students who choose to bring mobile phones to school must have them switched off and securely stored during school hours in the locked cupboards provided by the school.
- 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 (03 5428 2022)

### 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 Gisborne Primary School during school hours, including lunchtime and recess, unless an exception has been granted. Nor are students permitted to access their phones until they have left the grounds.

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.

Parents are asked not to message their child through any devices during school hours.



## Secure storage

Mobile phones owned by students at 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 phone to school unless there is a compelling reason to do so. Please note that 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 to school, Gisborne Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Gisborne Primary School students are required to store their phones in a locked office area, if available in their classroom, alternately hand into the school administration office to be placed in a lockable cupboard.

## Enforcement

Students who use their personal mobile phones inappropriately at Gisborne Primary School may be issued with consequences consistent with our school's existing student engagement policies Student Wellbeing and Engagement, Bullying Prevention Policy, Digital Technologies Policy and Acceptable Use Agreement.

At Gisborne Primary School, inappropriate use of mobile phones is **any use during school hours and on school grounds**, 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 any and/or 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 Policy](#).

The three categories of exceptions allowed under the 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
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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

Gisborne 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 Care (OSHC)
- Travelling to and from school

## RELATED POLICIES AND RESOURCES

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

## REVIEW PERIOD

This policy was last updated on November 2019 and is scheduled for review on November 2022.