



# Mobile Phones

Purpose	To explain to our school community the Department's and Grovedale West Primary School's policy requirements and expectations relating to students using mobile phones, Smart Watches and other technology during school hours
Scope	This policy applies to all students at Grovedale West Primary School
Definitions	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	<p>Grovedale West Primary School understands that students may bring a mobile phone or Smart Watch to school, particularly if they are travelling independently to and from school or to extra-curricular activities.</p> <ul style="list-style-type: none"> <li>• Students who choose to bring mobile phones/Smart Watches to school must have them switched off and securely stored during school hours</li> <li>• Exceptions to this policy may be applied if certain conditions are met (see below for further information)</li> <li>• When emergencies occur, parents or carers, should reach their child by calling the school's office.</li> </ul> <p>In accordance with the Department's <a href="#">Mobile Phones — Student Use Policy</a> issued by the Minister for Education, personal mobile phones/ Smart Watches must not be used at Grovedale West Primary School during school hours, including lunchtime and recess, unless an exception has been granted.</p> <p>Students must not use the phone or Smart Watch while in the school grounds. (before or after school).</p> <p>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.</p> <p><b>Secure Storage</b></p> <p>Mobile phones /Smart Watches owned by students at Grovedale West 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/Smart Watch to school unless there is a compelling reason to do so. Please note that Grovedale West 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 School's Personal Property Policy.</p> <p>Where students bring a mobile phone /Smart Watch to school, Grovedale West Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so.</p> <p>At Grovedale West Primary School students are required to store their phones/ Smart Watched by handing them to their teacher at the start of the school day where they will be placed in locked storage. The teachers will hand them back at the end of the school day.</p>

## Enforcement

Students who use their personal mobile phones/Smart Watches inappropriately at Grovedale West Primary School, may be issued with consequences consistent with our school's existing student engagement policies - *Student Wellbeing and Engagement* and/or *Code of Conduct* or *Bullying* policies.

At Grovedale West Primary School inappropriate use of mobile phones/ Smart Watches 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, or by the teacher for that class, 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 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 required.  Generally, this will not be required as phones are not part of the educational program

### 2. Health and wellbeing-related exceptions

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

### 3. Exceptions related to managing risk when students are offsite

Specific exception	Documentation
Travelling to and from excursions	N/A unless an approved need. Included in Risk assessment planning documentation
Students on excursions and camps	

	<p>Where an exception is granted, the student can only use the mobile phone/Smart Watch for the purpose for which it was granted.</p> <p><b>Camps, excursions and extracurricular activities</b></p> <p>Grovedale West 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.</p> <p><b>Exclusion</b></p> <p>This policy does not apply to:</p> <ul style="list-style-type: none"> <li>• Out-of-school-hours events</li> <li>• Travelling to and from school</li> </ul>						
Review cycle	<table border="1"> <tr> <td data-bbox="387 689 906 734"><b>Policy last reviewed</b></td> <td data-bbox="906 689 1485 734">• 12<sup>th</sup> May 2021</td> </tr> <tr> <td data-bbox="387 734 906 779"><b>Approved by</b></td> <td data-bbox="906 734 1485 779">• School Council 19/5/2021</td> </tr> <tr> <td data-bbox="387 779 906 824"><b>Next scheduled review date</b></td> <td data-bbox="906 779 1485 824">• May 2024</td> </tr> </table>	<b>Policy last reviewed</b>	• 12 <sup>th</sup> May 2021	<b>Approved by</b>	• School Council 19/5/2021	<b>Next scheduled review date</b>	• May 2024
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