



MOBILE PHONES – STUDENT USE

PURPOSE

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

SCOPE

This policy applies to:
All students at Healesville Primary School

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

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

At Healesville 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)
- 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 Healesville 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 Healesville 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 Healesville 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.

Where students bring a mobile phone to school, Healesville Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Healesville Primary School students are required to hand their phones into the school administration office to be placed in a lockable cupboard.

Enforcement

In the case where students fail to comply with the policy and if the student refuses to hand over the items, Healesville Primary School will implement the relevant disciplinary provision within the student code of conduct.

Students who use their personal mobile phones inappropriately at Healesville 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 Healesville Primary School inappropriate use of mobile phones 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 tests 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](#).

Healesville 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)
- Out-of-school-hours events
- Travelling to and from school
- Students undertaking workplace learning activities, e.g. work experience
- Students who are undertaking VET

COMMUNICATION

- This policy will be available on Healesville Primary School's website so that parents and other members of the school community can easily access information about this.

REVIEW PERIOD

This policy was last updated in 2021 and is scheduled for review on [Dec 2023].