

# Mobile Phones Policy

## Purpose

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

## Scope

This policy applies to:

1. All students at Kerrimuir Primary school and,
2. Students' personal mobile phones and other personal mobile devices brought to school premises during school hours, including recess and lunchtime.

## Definitions

**A mobile phone** – for the purpose of this policy 'mobile phones' refers to mobile phones and any device that may connect to or have a similar functionality to a mobile phone, such as smart watches (ie, Apple Watch).

**Personal mobile devices** are portable computing and communication devices such as smartphones and tablet computers.

## Purpose

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

At Kerrimuir Primary School:

- Students who choose to bring mobile phones to school must have them switched off and securely stored in the secure storage provided during school hours (the main office)
- 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 Kerrimuir Primary School during school hours, including lunchtime and recess, unless an exception has been granted (for example, a medical exemption).**

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 devices owned by students at Kerrimuir 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 Kerrimuir 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 Departments Personal Goods Policy.

Where students bring a mobile phone to school, Kerrimuir Primary School will provide secure storage. Secure storage is that which cannot be readily accessed by those without permission to do so. At Kerrimuir Primary School students are required to store their phones in the secure storage box provided by the school at the main office.

### Enforcement

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

At Kerrimuir 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
- 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*

<b>Specific exception</b>	<b>Documentation</b>
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*

<b>Specific exception</b>	<b>Documentation</b>
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 offsite*

<b>Specific exception</b>	<b>Documentation</b>
Students with a dual enrolment	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 extracurricular activities**

Kerrimuir 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 that are not run by Kerrimuir Primary School
- Travelling to and from school

## RELATED POLICIES AND RESOURCES

Related policies can be found at our website:

<https://www.kerrimuirps.vic.edu.au/Policies&Procedures>

Department of Education links for information are linked below:

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