

PURPOSE

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

SCOPE

This policy applies to all students at Boneo Primary School who bring mobile phones and other mobile devices onto school premises during school hours, including recess and lunchtime.

DEFINITIONS

A mobile phone/watches is a device with access to a cellular (telecommunication) system, with or without a physical connection to a network.

- Students who choose to bring mobile phones to school must have them switched off and securely stored in the office during school hours
- Smart watches must have the cellular function disarmed.
- When emergencies occur, parents or carers should reach their child by calling the school's office.

POLICY

Personal mobile phone/watch use

In accordance with the Department's [Mobile Phones Policy](#) issued by the Minister for Education, personal mobile phones/watches must not be used at Boneo 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 and other mobile devices owned by students at Boneo Primary 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 Boneo 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/watch to school, Boneo Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Boneo Primary School students are required to bring the mobile phone/watch to the office to be stored in the Principal's office in a secure locked cabinet.

Enforcement

If a student is found to be in possession of a mobile phone or other mobile device, staff should instruct the student to hand over the item(s) and if the student refuses to hand over the items, the relevant disciplinary provision within the student behaviour will be implemented.

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

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 offsite

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/watch for the purpose for which it was granted.

Camps, excursions and extracurricular activities

Boneo 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

RELATED POLICIES AND RESOURCES

- [Behaviour – Students: Advice | education.vic.gov.au](#)
- [Mobile Phones – Department Policy](#)
- [Personal Goods – Department Policy](#)

ENDORSEMENT

This policy was ratified by School Council on 12/2/2020 Adam Westwood ___

REVIEW PERIOD

This policy is scheduled for review February 2023