

Mobile Phone – Student Use

Written by	Principal
Date approved by School Council	September 2022
Date of Review	September 2025

PURPOSE

To explain to our school community the Department’s and Mount Eliza North Primary School’s policy requirements and expectations relating to students using mobile phones during school hours.

SCOPE

This policy applies to:

1. All students at Mount Eliza North Primary School and,
2. Students’ personal mobile phones (and other personal devices) brought onto school premises during school hours, including recess and lunchtime.

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

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

At Mount Eliza North Primary School:

- Students who choose to bring mobile phones to school must have them switched off and handed into their teacher at the start of the school day. All mobile phones will be securely stored at the school office during school hours.
- 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 – Student Use Policy](#) issued by the Minister for Education, personal mobile phones must not be used at Mount Eliza North Primary School during school hours, including lunchtime and recess.

Secure storage

Mobile phones owned by students at Mount Eliza North 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 Mount Eliza North 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, Mount Eliza North Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Mount Eliza North Primary School, students are required to store their phones. All mobile phones will be securely stored at the school office during school hours. Students are to keep their phones in their bags before and after school whilst on school premises.

Enforcement

Students who use their personal mobile phones inappropriately at Mount Eliza North 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 Mount Eliza North Primary School, inappropriate use of mobile phones is **any use on school premises and during school hours** 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

Camps, excursions and extracurricular activities

Mount Eliza North 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. In most circumstances, student will not be allowed to bring mobile phones on excursions or overnight school camps.

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](#).

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 for the purpose for which it was granted.

RELATED POLICIES AND RESOURCES

- Mount Eliza North Primary School *Student Wellbeing and Engagement, Code of Conduct, Personal Property, Bullying Prevention Policy etc.*
- [Mobile Phones — Student Use Policy](#)
- [Claims for Property Damage and Medical Expenses policy](#)

Evaluation: This policy will be reviewed as part of the school's three year review cycle.