



## **DARLEY PRIMARY SCHOOL**

### **'WORKING TOGETHER TO MAKE A DIFFERENCE'**

#### **Mobile Phone - (Student Use)**

<b>Purpose</b>	To explain to our school community the Department's and Darley Primary School's policy requirements and expectations relating to students using mobile phones and other personal mobile devices during school hours.
<b>Scope</b>	This policy applies to: <ol style="list-style-type: none"><li>1. All students at Darley Primary School and,</li><li>2. Students' personal mobile phones and other personal mobile devices brought onto school premises during school hours, including recess and lunchtime.</li></ol>
<b>Definitions</b>	<b>A mobile phone</b> is a telephone with access to a cellular (telecommunication) system, with or without a physical connection to a network.
<b>Policy</b>	<p>Darley Primary School understands that students may bring a personal mobile phone to school, particularly if they are travelling independently to and from school.</p> <p>At Darley Primary School:</p> <ul style="list-style-type: none"><li>• Students who choose to bring mobile phones 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><b>Personal mobile phone use</b></p> <p>In accordance with the Department's <a href="#">Mobile Phones — Student Use Policy</a> issued by the Minister for Education, personal mobile phones must not be used at Darley Primary School during school hours, including lunchtime and recess, unless an exception has been granted.</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 owned by students at Darley 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 Darley 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 Darley Primary School's Personal Property Policy AND/OR the Department's <a href="#">Claims for Property Damage and Medical Expenses policy</a>.</p> <p>Where students bring a mobile phone and other personal mobile devices to school, Darley Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Darley Primary School students are required to store their devices in the iPad storage box located in each classroom.</p> <p><b>Enforcement</b></p> <p>Students who use their personal mobile phones inappropriately at Darley Primary School may be issued with consequences consistent with our school's existing Acceptable Use Policy</p> <p>At Darley Primary School inappropriate use of mobile phones is <b>any use during school hours</b>, unless an exception has been granted, and particularly use of a mobile phone:</p> <ul style="list-style-type: none"><li>• in any way that disrupts the learning of others</li><li>• to send inappropriate, harassing or threatening messages or phone calls</li><li>• to engage in inappropriate social media use including cyber bullying</li></ul>

- 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

**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
NA	NA

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**

Darley 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 and other personal mobile devices.

**Exclusions**

This policy does not apply to

- Out-of-school-hours events
- Travelling to and from school
- iPads

**Communication**

This policy will be communicated to our school community in the following ways:

- Available publicly on our school’s website
- Included in staff induction processes and staff training
- Included in school newsletter
- Included in staff handbook/manual
- Discussed at annual staff briefings/meetings
- Included in transition and enrolment packs
- Discussed at parent information nights/sessions
- Hard copy available from school administration upon request

<p><b>Related Policies and Resources</b></p>	<p>DET Vic</p> <ul style="list-style-type: none"> <li>• <a href="#">Mobile Phones — Student Use Policy</a></li> <li>• <a href="#">Weapons — Banning, Searching and Seizing Harmful Items</a></li> <li>• <a href="#">Claims for Property Damage and Medical Expenses policy</a></li> </ul> <p>DPS</p> <ul style="list-style-type: none"> <li>• Acceptable Use Policy</li> <li>• Student Wellbeing and Engagement Policy</li> <li>• Code of Conduct Policy</li> <li>• Personal Property Policy</li> </ul>
<p><b>Policy Review and Approval</b></p>	<p>Policy last reviewed: Aug 2022</p> <p>Approved by: Fiona Kerton, Principal</p> <p>Next Scheduled Review Date: Aug 2025</p>