



Mobile Phone

POLICY

Purpose

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

Scope

This policy applies to:

1. All students at Frankston East Primary School and,
2. Students' personal mobile phones and other personal mobile 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 or tablets.

Policy

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

At Frankston East 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.
- Schools must provide secure storage.
- Schools are required to develop a local policy on students using mobile phones, which must include how this ministerial policy will be implemented and may include other personal devices in addition to mobile phones.
- Schools will manage non-compliance with their local mobile phone policy in accordance with their existing student engagement policies.
- Schools should review their local policy as part of their regular cycle of review for school policies.

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 Frankston East 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 Frankston East 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 Frankston East 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 [Claims for Property Damage and Medical Expenses policy](#).

Where students bring a mobile phone to school, Frankston East Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Frankston East Primary School students are required to hand their phones to their class teacher where they will be placed into a lockable cupboard.

Enforcement

Students who use their personal mobile phones inappropriately at Frankston East Primary School may be issued with consequences consistent with our school's existing Student Wellbeing and Engagement Policy.

Schools will enforce the policy under their existing student engagement policies, for example, through detention or a loss of school-based privileges, where students fail to comply with the local school policy on mobile phones, including if they refuse to relinquish their phones to school staff when asked.

Where students have relinquished their mobile phones to school staff, schools are expected to return them to the student or parent/carer at the end of the school day. This is to support student safety when travelling to and from school, during which times carrying a mobile phone may help to manage risks of harm

Consistent with Ministerial Order 1125, suspensions are to be reserved for serious misuses of a mobile phone in schools that:

- meet the grounds for suspension, for example, cyberbullying.
- are a last resort option that is considered after alternative interventions and support have been provided to the student to address the reasons for the behaviour associated with mobile phone use.

At Frankston East 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 exams and assessments.

Exceptions

Exceptions to the policy:

- may be applied during school hours if certain conditions are met
- can be granted by the principal, or by the teacher, in accordance with this policy and the school's local policy on mobile phones

- must be documented, noting that, to avoid administrative burden on schools, this requirement can be met by including exceptions in documents that schools already regularly develop/use (see below for suggested ways to document).

Where an exception is granted, the student can only use the mobile phone for the purpose for which it was granted.

The three categories of exceptions and associated suggested documentation for each are:

Learning-related, comprising:

specific learning activities (class-based exception) documented within a unit of work or learning sequence

- (Example: A teacher may design a unit of work that requires a student to use a mobile phone's camera to record the staged development of a product over several weeks, supporting the production of a folio)

- reasonable adjustments to a learning program because of a disability and/or learning difficulty, documented in an Individual Learning Plan or Individual Education Plan

(Example: Some students on the autism spectrum may have difficulty with communication and may use a mobile device to aid/support communication. For example, a student may use an application on a mobile phone to participate in classroom discussions by selecting words or phrases to be spoken through their device)

Health and wellbeing-related, including:

- students with a health condition documented in the Student Health Support Plan (Example: A student with diabetes may use their mobile phone to monitor their blood sugar and the administration of insulin)
- students who are young carers documented in a localised student record
-

(Example: In the case of a young person providing care to a parent with health issues, their mobile phone may be used to discuss health issues with medical professionals and the person they are caring for. For example, the young carer may receive advice from a doctor on what medications to administer and when)

Camps, excursions and extracurricular activities

Frankston East 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
- Travelling to and from school

Communication

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

- Available publicly on our school's website

- Made available in hard copy from school administration upon request

Related Policies and Resources

- Frankston East PS Personal Property Policy
- Frankston East PS Student Engagement and Inclusion Policy
- Mobile Phones – Department Policy
- Ban, Search and Seize Harmful Items
- Personal Goods – Department policy

POLICY REVIEW AND APPROVAL

Policy last reviewed	2019
Approved by	Principal – Warren Bull
Next scheduled review date	2023