



Mobile Phone, Smartwatches and other Personal Mobile Devices Policy

(Ratified by School Council: October 2021)

PURPOSE:

To outline the Department of Education and Training's (DET's) and Glen Waverley Primary School's policy requirements and expectations relating to students using mobile phones, smartwatches and other personal mobile devices during school hours.

GUIDELINES:

This policy applies to:

1. All students at Glen Waverley Primary School and
2. Students' personal mobile phones, smartwatches and other personal mobile devices brought onto school premises during school hours, including recess and lunchtime.

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 smartwatches.

IMPLEMENTATION:

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

At Glen Waverley Primary School:

- Students who choose to bring mobile phones to school must have them switched off and securely stored in their bag during school hours
- Students are encouraged to leave Smartwatches at home and wear these outside school hours
- Mobile phones or other smart devices are considered valuable items and are brought to school at the owner's (student's or parent/guardian'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 Glen Waverley Primary School does not have accident insurance for accidental property damage or theft. Students and their parents/guardians are encouraged to obtain appropriate insurance for valuable items.

- Exceptions to this policy may be applied if certain conditions are met (see below for further information.)
- Where a student has been granted an exception from the school Principal, the student must use their mobile phone for the purpose for which the exception was granted, and in a safe, ethical and responsible manner consistent with the Acceptable Use Agreement for ICT resources at Glen Waverley Primary School.
- Students who use their personal mobile phones inappropriately may be issued with consequences consistent with our school’s existing student engagement policies and Acceptable Use Agreement for ICT resources at Glen Waverley Primary School.
- Glen Waverley Primary School will provide students and their parents/guardians with information about items that can or cannot be brought to camps, excursions, special activities and events, including personal mobile devices.
- Families will be provided with the Principal’s mobile phone number which is to be used to contact their child/ren in the event of an emergency for all camps, excursions, special activities and events.
- Parents or guardians should contact their child by calling the school’s office on 9802 9938. Under no circumstances are parents to contact their child/ren by telephoning them directly, via FaceTime or email during school hours as this interrupts learning.

Exceptions

Exceptions to the policy can only be granted **by the Principal**, in accordance with the Department’s Mobile Phone Policy located here:

<https://www2.education.vic.gov.au/pal/students-using-mobile-phones/policy>

Exceptions to the policy may be applied during school hours if it is Learning or Health and Wellbeing related.

All exemptions are submitted to the principal for approval. The principal will consider documentation and communicate decision as soon as possible.

1. Learning-related exceptions

Specific exception	Application process
For specific learning activities where the use of a mobile phone can be demonstrated as the most appropriate learning tool to be used.	Teachers will make application for these exemptions.
For students for whom a reasonable adjustment to a learning program is needed because of a disability or learning difficulty	The individual student’s Student Support Group will make this application on their behalf. Documentation required: Individual Learning Plan that clearly demonstrates that a mobile phone is the only appropriate ICT option.

2. Health and wellbeing-related exceptions

Specific exception	Application process
Students with a health condition	Parents can make an application through the Student Wellbeing Leader (Assistant Principal). Documentation required: Student Health Support Plan with associated medical practitioner's report.

RELATED LEGISLATION:

DET Mobile phone legislation:

<https://www2.education.vic.gov.au/pal/students-using-mobile-phones/policy>

RELATED POLICIES:

- [Child safety policy](#)
- [Cyber safety Digital Learning and Technology Policy](#)
- [Mobile Phones – Department Policy](#)
- [Personal Goods – Department Policy](#)

POLICY EVALUATION:

Evaluation will be conducted by the Principal Class and the Education (Policy) Sub-committee.

DUE DATE FOR REVIEW:

Due for review in November 2023.