



Invermay Primary School

Mobile Phones - Student Use

Note that this is a ministerial policy formally issued by the Minister for Education under section 5.2.1(2)(b) of the Education and Training Reform Act 2006.

The policy requires that:

All Victorian students who choose to bring mobile phones to school must have them switched off and securely stored during school hours.

Schools will manage non-compliance with their local mobile phone policy in accordance with their existing student engagement policies.

PURPOSE

To explain to our school community the Department's and Invermay Primary School's policy requirements and expectations relating to students using mobile phones (and like devices including smartwatches and other personal mobile devices) during school hours.

SCOPE

This policy applies to:

- All students at Invermay Primary School
- &
- Students' personal mobile phones [and other personal mobile devices as noted above] 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. [NOTE: 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

Invermay Primary School understands that students may bring a personal mobile phone to school, particularly if they are travelling independently to and from school. However once onsite at Invermay 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.

For **STUDENTS** at Invermay Primary School, inappropriate use of mobile phones includes **any use during school hours**, unless an exception has been granted by the Principal to the parent or carer.

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 Invermay Primary School or any Victorian Government 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 like devices described above and owned by students at Invermay 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 Invermay 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 to school, Invermay Primary School will provide secure storage in our school office. Secure storage is storage that cannot be readily accessed by those without permission to do

so. At Invermay Primary School students are required to hand their phones to their homeroom teacher or Principal, to be placed in an envelope which will be labelled with student's name and home room and stored for collection until the end of the day (after 3:30pm) or when student is picked up if this happens to be earlier.

Exceptions

Exceptions 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.

Exemptions can be granted by the principal 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 exemption approved by Principal to parent carer in advance.
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 exemption approved by Principal to parent carer in advance.

2. Health and wellbeing-related exceptions

Specific exception	Documentation
Students with a health condition	Student Health Support Plan exemption approved by Principal to parent carer in advance.

3. Exceptions related to managing risk when students are offsite

Specific exception	Documentation
Travelling to and from excursions	Exemption approved by Principal to parent carer in advance.
Students on excursions and camps	Exemption approved by Principal to parent carer in advance.

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

Invermay 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 like devices.

Enforcement

Students who use their personal mobile phones inappropriately at Invermay Primary School may be issued with consequences consistent with our school's existing student engagement & behaviour policies.

Exclusions

This policy does not apply to

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

RELATED POLICIES AND RESOURCES

- [Mobile Phones – Department Policy](#)
- [Personal Goods – Department policy](#)

REVIEW PERIOD

This policy was last updated in Feb 2020 and is scheduled for review in Feb 2023 or before.