

## Mobile Phones – Student Use

### Purpose:

To explain to our school community the Department's and Cranbourne Carlisle Primary School's policy requirements and expectations relating to children's use of mobile phones and other personal mobile devices, such as smartwatches, during school hours.

### Scope:

This policy applies to:

- All children at Cranbourne Carlisle Primary School
- Children's personal mobile phones and other personal mobile devices brought onto school premises during school hours, including recess and lunch times.

### Definition:

For the purposes of this policy, 'mobile phone' refers to a telephone with access to a cellular (telecommunication) system, with or without a physical connection to a network, and any device that may connect to or have similar functionality to a mobile phone, such as smart watches.

### Policy:

Cranbourne Carlisle Primary School understands that children may bring a personal mobile phone to school, particularly if they are travelling independently to and from school.

At Cranbourne Carlisle Primary School:

- Children who choose to bring mobile phones to school must have them switched off, labelled with their name and securely stored at the School Office 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 Office.

### 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 Cranbourne Carlisle Primary School during school hours, including lunchtime and recess, unless an exception has been granted.

Where a child has been granted an exception, the child 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 children at Cranbourne Carlisle Primary School are considered valuable items and are brought to school at the owner's (child or parent/carer's) risk. Children are encouraged not to bring a mobile phone to school unless there is a compelling reason to do so. *Please note that Cranbourne Carlisle Primary School does not have accident insurance for accidental property damage or theft.* Children and their parents/carers are encouraged to obtain appropriate insurance for valuable items. Refer to Cranbourne Carlisle Primary School's Personal Property Policy AND/OR the Department's Personal Goods policy.

Where children bring a mobile phone to school, Cranbourne Carlisle Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Cranbourne Carlisle Primary School, children are required to hand mobile phones into the School Office to be placed in a lockable cupboard.

### Enforcement:

Children who use their personal mobile phones inappropriately at Cranbourne Carlisle Primary School may be issued with consequences consistent with our school's existing policies, including the *Student Wellbeing and Engagement Policy*.

At Cranbourne Carlisle 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 children, 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 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 Policy.

The three categories of exceptions allowed under the Department's Mobile Phones Policy are:

Learning-related exceptions	Documentation
For children for whom a reasonable adjustment to a learning program is needed because of a disability or learning difficulty	Individual Education Plan
Health and wellbeing-related exceptions	Documentation
Children with a health condition	Student Health Support Plan
Exceptions related to managing risk when children are offsite	Documentation
Children with a dual enrolment or who need to undertake intercampus travel	Risk assessment planning documentation

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

Camps, excursions and extracurricular activities:

Cranbourne Carlisle Primary School will provide children 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 Care (OSHC)
- Out-of-school-hours events
- Travelling to and from school

#### RELATED POLICIES AND RESOURCES

- Student Wellbeing and Engagement Policy ([www.ccps.vic.edu.au](http://www.ccps.vic.edu.au))
- Bullying Policy ([www.ccps.vic.edu.au](http://www.ccps.vic.edu.au))
- Mobile Phones – Department Policy
- Ban, Search and Seize Harmful Items
- Personal Goods – Department policy

#### REVIEW PERIOD

This policy was last updated in October 2019 and is scheduled for review in October 2022.