

MORNINGTON PRIMARY SCHOOL



Mobile Phone and Personal Device – Student Use Policy

Purpose

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

Scope

This policy applies to:

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

Definitions

For the purpose of this policy, a 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 and iPads or tablets. It is a telephone/device with access to a wifi or cellular (telecommunication) system, with or without a physical connection to a network.

Policy

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

At Mornington Primary School:

- Students who choose to bring mobile phones or smartwatches to school must have them switched off and either stored in school bags, the office or a classroom teacher's locked storage whilst on school premises
- Exceptions to this policy may be applied if certain conditions are met (see below for further information)
- When emergencies occur, parents/carers should reach their child by calling the school's office.

Personal mobile phone use

In accordance with the Department's [Mobile Phones Policy](#) issued by the Minister for Education, personal mobile phones or smartwatches must not be used at Mornington Primary School during school hours, including lunchtime and recess and before and after school while on school premises, unless an exception has been granted.

Where a student has been granted an exception, the student must use their mobile phone or smartwatch for the purpose for which the exception was granted, and in a safe, ethical and responsible manner.

Secure storage

Mobile phones and smartwatches owned by students at Mornington Primary School are considered valuable items and are brought to school at the owner's (student, parent/carer) risk. Students are encouraged not to bring these devices to school unless there is a compelling reason to do so. Please note that Mornington 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 DET's [Personal Goods policy](#).

Where students bring a mobile phone or smartwatch to school, Mornington Primary School will provide secure storage for them. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Mornington Primary School students are able to store their phones or smartwatches in their school bags (not recommended), hand them in to the school administration office to be locked in the safe for the day, or hand them to the classroom teacher to be stored in a lockable cupboard or drawer. It is the student's responsibility to collect their device at the end of each day. A locked file will be provided for students to securely store devices when attending Out of Hours School Care.

Enforcement

Students who use their personal mobile phones or smartwatches inappropriately at Mornington Primary School may be required to hand in their device to a staff member. If a student is using their mobile phone or smartwatch at school in contravention of this policy, the staff member should instruct the student to hand over the item(s) and if the student refuses to hand over the item(s), implement the relevant disciplinary consequences consistent with the MPS Student Engagement and Wellbeing Policy.

At Mornington Primary School inappropriate use of mobile phones or smartwatches is **any use during school hours**, unless an exception has been granted, and is implemented in order to prevent any of the following from occurring;

- used that in any way that disrupts the learning of self or others
- used to send inappropriate, harassing or threatening messages or phone calls
- used to engage in inappropriate social media use including cyber bullying
- used to capture video or images of people, including students, teachers and members of the school community without their permission
- used to capture video or images in the school toilets, changing rooms, swimming pools or any other inappropriate place
- used during tests 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 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 – this would need to be discussed at Leadership /School Improvement Team meetings and minuted as being approved and then communicated to parents – this is unlikely to occur at MPS

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 – this would need to be discussed at a Leadership/School Improvement Team or SSG meeting
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2. Health and wellbeing-related exceptions

Specific exception	Documentation
Students with a health condition	Student Health Support Plan
Students who are Young Carers	A localised student record

3. Exceptions related to managing risk when students are offsite

Specific exception	Documentation
Travelling to and from excursions	Risk assessment planning documentation – this is unlikely to occur at Mornington PS
Students on excursions and camps	Risk assessment planning documentation - this is unlikely to occur at Mornington PS
When students are offsite (not on school grounds) and unsupervised with parental permission	Risk assessment planning documentation - this is highly unlikely to ever occur at Mornington PS
Students with a dual enrolment or who need to undertake intercampus travel	Risk assessment planning documentation - this is unlikely to occur at Mornington PS

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

Camps, excursions and extracurricular activities

At Mornington PS, unless students and families are specifically informed that they may bring a mobile phone or smartwatch to a camp, excursion, special activity or event it should be assumed that students are not to bring one.

Exclusions

This policy does not apply to

- Students when they are travelling to and from school

Related policies and resources

- MPS Prevention of Bullying Policy
- MPS Student Engagement and Wellbeing Policy

Policy review and approval

Policy last reviewed	March 2023
Consultation	School Council April 2023
Approved by	Principal
Next scheduled review date	March 2026