

MOBILE PHONE / ELECTRONIC DEVICE – STUDENT USE POLICY

Purpose

To explain to our school community the Department's and Aspendale Gardens Primary School's policy requirements and expectations relating to students using mobile phones and other personal mobile devices such as smart watches or similar devices during school hours.

Scope

This policy applies to:

1. All students at Aspendale Gardens Primary School.
2. Students' personal mobile phones and other personal mobile devices, such as smart watches and iPads brought **onto school premises** during school hours, including recess, lunchtime, before and after school.
3. Students cannot bring mobile phones and other personal mobile devices on school camps and excursions.

Definitions

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, iPads or devices with electronic game functionality.

Policy

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

At Aspendale Gardens Primary School:

Students who choose to bring mobile phones and other personal mobile devices to school must have them switched off, given to the classroom teacher to be 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.

Personal Mobile Phone Use

In accordance with the Department's [Mobile Phones Policy](#) issued by the Minister for Education, personal mobile phones and personal mobile devices must not be used at Aspendale Gardens Primary School during school hours, including lunchtime and recess, on excursions and camps 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 with supervision.

Secure Storage

Mobile phones and personal mobile devices owned by students at Aspendale Gardens 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 Aspendale Gardens 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.

Where students bring a mobile phone or smart watch or other similar devices to school, Aspendale Gardens Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Aspendale Gardens Primary School students are required to store their phones in the teacher's lockable storage.

Enforcement

Students who use their personal mobile phones and other personal devices inappropriately at Aspendale Gardens Primary School may be issued with consequences, as detailed in our AGPS ICT Student Agreement.

At Aspendale Gardens Primary School inappropriate use of mobile phones and any other personal device **during school hours**, includes:

- in any way disrupting the learning of others
- sending inappropriate, harassing or threatening messages or phone calls
- engaging in inappropriate social media use including cyber bullying
- capturing video or images of people, including students, teachers and members of the school community without their permission, whilst on school grounds
- during exams 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 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 |

2. Health and wellbeing-related exceptions

| Specific Exception | Documentation |
|----------------------------------|-----------------------------|
| Students with a health condition | Student Health Support Plan |

3. Exceptions related to managing risk when students are offsite

| Specific Exception | Documentation |
|-----------------------------------|--|
| Travelling to and from excursions | Risk assessment planning documentation |
| Students on excursions and camps | Risk assessment planning documentation |

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

Exclusions

This policy does not apply to:

- Out-of-school-hours events where parents are supervising the students.
- Travelling to and from school

RELATED POLICIES AND RESOURCES

- AGPS ICT Student Agreement.
- [Mobile Phones – Department Policy](#)

Evaluation

This policy will be reviewed as part of the school's review cycle and will be reviewed every 2 years.
This policy was reviewed in February 2020.