

# OAKLEIGH SOUTH PRIMARY SCHOOL MOBILE PHONES & WEARABLE DEVICE - STUDENT USE POLICY



## Help for non-English speakers

If you need help to understand the information in this policy please contact the school on (03) 9570 1016.

## PURPOSE

To explain to our school community the Department's and Oakleigh South Primary School's policy requirements and expectations relating to students using mobile phones and other personal mobile devices including wearable technology, such as smart watches, during school hours.

## SCOPE

This policy applies to:

1. All students at Oakleigh South Primary School and,
2. Students' personal mobile phones including wearable technology 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.

**Wearable technology** is any device that can be worn that connects to a cellular (telecommunication) system, with or without a physical connection to a network. It may take phone calls, send messages, or take photos that can be transmitted to others outside school.

## POLICY

Oakleigh South Primary School understands that students may bring a personal mobile phone or some form of wearable technology to school, particularly if they are travelling independently to and from school.

At Oakleigh South Primary School:

- Students who choose to bring mobile phones or wearable technology to school must have them switched off and securely stored with their classroom teacher 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 — Student Use Policy](#) issued by the Minister for Education, personal mobile phones or wearable technology must not be used at Oakleigh South Primary 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 or wearable technology owned by students at Oakleigh South 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 or wearable technology to school unless there is a compelling reason to do so. Please note that Oakleigh South 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 Oakleigh South Primary School's Personal Property Policy AND/OR the Department's [Claims for Property Damage and Medical Expenses policy](#).

Where students bring a mobile phone or wearable technology to school, Oakleigh South Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Oakleigh South Primary School, students are required to hand their mobile phone or wearable technology to their classroom teacher who will place it in a retractable file, in a lockable filing cabinet or cupboard.

### Enforcement

Students who use their personal mobile phones or wearable technology inappropriately at Oakleigh South Primary School may be issued with consequences consistent with our school's existing student engagement policies, i.e., Digital Technology Policy and Student Wellbeing and Engagement Policy.

At Oakleigh South Primary School, inappropriate use of mobile phones or wearable technology is **any use during school hours**, unless an exception has been granted, and particularly use of a mobile phone or wearable technology:

- 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 students, 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 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 — Student Use Policy](#).

The three categories of exceptions allowed under the Department's [Mobile Phones — Student Use 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

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

Oakleigh South 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 wearable technology.

### Exclusions

This policy does not apply to

- Out-of-School-Hours Care (OSHC)
- Out-of-school-hours events
- Travelling to and from school
- iPads and all other personal devices

### COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Available publicly on our school's website
- Discussed in an annual staff briefing/meeting
- Discussed at Parent Information sessions
- Made available in hard copy from school administration upon request

### RELATED POLICIES AND RESOURCES

Oakleigh South Primary School policies:

- Student Wellbeing and Engagement Policy
- Child Safety Code of Conduct
- Bullying Prevention Policy
- Personal Property Policy
- Digital Learning Policy

Department policies:

- [Mobile Phones — Student Use Policy](#)
- [Claims for Property Damage and Medical Expenses policy](#)

### POLICY REVIEW AND APPROVAL

Policy last reviewed	October 2023
Consultation	School Council
Approved by	Principal – Ron Cantlon
Next scheduled review date	October 2027