



St Kilda Primary School Mobile Phone and 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 9534 3993

St Kilda Primary School endorses the use of technology for educational purposes and delivers digital literacy as an important aspect of the school program. Selective, quality and empowering uses of technology provide learning opportunities and the ability for students to develop skills they will need in the future. Technology has an important role to play when students use it as instructed by their teacher and as part of the requirements of the curriculum.

The Victorian Government has adopted a strict policy to ban mobile phones in Victorian Government Schools due to concerns about cyberbullying, distraction and discipline. This policy explains to the school community the approach St Kilda Primary School takes to implementing a ban of mobile phones and wearable devices in the classroom.

PURPOSE

To explain to our school community the Department's and St Kilda 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 St Kilda 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

St Kilda 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 St Kilda Primary School:

- Students who choose to bring mobile phones or wearable technology 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)
- During school hours and 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 must not be used at St Kilda 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 owned by students at St Kilda 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 St Kilda 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 St Kilda Primary School's Personal Property Policy and the Department's [Claims for Property Damage and Medical Expenses Policy](#).

Where students bring a mobile phone to school, St Kilda Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At St Kilda Primary School, students are required to hand their phones and devices to the classroom teacher who will then store them securely in a locked cupboard. They will only be returned to the child at the end of the school day.

Enforcement

Students who use their personal mobile phones inappropriately at St Kilda Primary School may be issued with consequences consistent with our school's

existing student engagement policies, ie Digital Technology Policy and Student Wellbeing and Engagement Policy.

At St Kilda Primary School, inappropriate use of mobile phones, any wearable technology or other device is considered to be **any use during school hours**, unless an exception has been granted, and particularly use of a mobile phone, wearable technology or other device:

- in any way that disrupts the learning of others
- to send inappropriate, harassing or threatening messages or phone calls
- to contact a parent or carer
- 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 two 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

St Kilda Primary School does not allow students to take mobile phones or other devices (including iPads) to camps, excursions, special activities and events.

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

- Available publicly on our school's website
- Discussed at annual staff briefings/meetings
- Discussed at parent information nights/sessions
- Hard copy available from school administration upon request

RELATED POLICIES AND RESOURCES

- [SKPS Student Wellbeing and Engagement Policy](#)
- [SKPS Child Safety Code of Conduct](#)
- [SKPS Personal Property Policy](#)
- [SKPS Bullying Prevention Policy](#)
- [Mobile Phones — Student Use Policy](#)
- [SKPS Digital Learning Policy](#)
- [SKPS Personal Property Policy](#)

POLICY REVIEW AND APPROVAL

Policy last reviewed	October 2023
Consultation	Consultation with School Council
Approved by	Sue Higgins
Next scheduled review date	October 2027