

**CASTLEMAINE NORTH PRIMARY SCHOOL
MOBILE PHONES IN SCHOOL POLICY 2020-2022**

Note that this is a Ministerial policy formally issued by the Minister for Education under section 5.2.1(2)(b) of the Education and Training Reform Act 2006 (Vic).

SUMMARY

- From Term 1 2020, students who choose to bring mobile phones to school must have them switched off and securely stored during school hours.
- For the purpose of this policy, a mobile phone is a telephone with access to a cellular (telecommunication) system, with or without a physical connection to a network.
- Exceptions to the policy may be applied if certain conditions are met. Exceptions can be granted by the principal, or by a teacher. Exceptions must be documented.
- Where students bring a mobile phone to school, the school must provide secure storage.

EXCEPTIONS:

Learning-related, comprising:

- specific learning activities (class-based exception) documented within a unit of work or learning sequence
- reasonable adjustments to a learning program because of a disability and/or learning difficulty, documented in an Individual Learning Plan or Individual Education Plan

Health and wellbeing-related, including:

- students with a health condition documented in the Student Health Support Plan
- students who are young carers documented in a localised student record

Risk related to managing students offsite, including where students:

- travel to and from excursions documented in risk assessment planning
- are on an excursion or camp documented in risk assessment planning
- are offsite (not on school grounds) and unsupervised with parental permission documented in risk assessment planning
- have a dual enrolment and/or need to undertake intercampus travel documented in risk assessment planning

EXCLUSIONS:

Wearable devices, iPads and other personal devices are excluded from the policy, however, if they can be used to communicate with other devices, they will be switched off and securely stored during the school day.

Students undertaking workplace learning activities, for example, work experience or a VET course offsite must comply with the policies of the individual workplace or training organisation.

The mobile phone policy does not apply for activities outside of school hours:

- out-of-school-hours care (OSHC)
- out-of-school-hours events
- travelling to and from school

SECURE STORAGE:

Mobile phones owned by students are brought to schools at the owner's risk. Please refer to the Department's [Claims for Property Damage and Medical Expenses](#).

Where students bring a mobile phone to school, the school must provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so.

The principal is responsible for determining the appropriate arrangements for secure storage. Examples of secure storage include:

- student lockers that are lockable
- a lockable cupboard stored in an administrative office

ENFORCEMENT:

Schools will enforce the policy under their existing student engagement policies, for example, through detention or a loss of school-based privileges, where students fail to comply with the local school policy on mobile phones, including if they refuse to relinquish their phones to school staff when asked. Schools should return mobile phones to the student or parent/carer at the end of the school day.

Consistent with Ministerial Order 1125, suspensions are to be reserved for serious misuses of a mobile phone in schools (for example, cyberbullying).

Reporting of some incidents involving mobile phones to a relevant authority may be necessary under the Department's [Reporting and Managing School Incidents Policy](#).

Relevant legislation

- [Education and Training Reform Act 2006 \(Vic\)](#)
- [Equal Opportunity Act 2010 \(Vic\)](#)

EVALUATION

This policy is to be reviewed biannually by staff and School Council as part of the School Council's review cycle.

This policy was ratified by School Council 2020

(Principal) S. Chapman

(President of School Council) R. Rose

Date: 2020

Review Cycle Date: 2022