Grey Street
Primary School Traralgon

Grey Street Primary School Policy

Mobile Phones	School Council Consultation:	May 2025
	Next Review:	May 2028

Our purpose is to empower resilient learners to think critically, actively problem solve, be respectful and positively contribute to their world.

At Grey Street that means that we are all active and resilient learners, who learn in different ways. We challenge and support each other with our learning through setting goals, working persistently, problem solving, using feedback and reflecting on our progress. We value a culture of collaboration and mutual support that is focused on achieving success for all staff, students and members of the school community.

At Grey Street Primary School we are committed to maintaining a safe and inclusive environment for everyone, everywhere, all of the time.

Help for non-English speakers

If you need help to understand the information in this policy please contact Grey Street Primary School.

Purpose

To explain to our school community the Department's and Grey Street Primary School's policy requirements and expectations relating to students using mobile phones and other personal mobile devices such as smart watches, during school hours

Scope

This policy applies to:

1. All students at Grey Street Primary School and,
2. Students' personal mobile phones and other personal mobile devices such as smart watches 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. 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 and Spacetalk watches.

Policy

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

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At Grey Street Primary School:

- Students who choose to bring mobile phones to school must have them switched off and securely stored in their bags and in their lockers or at the front office during school hours.
- Exceptions to this policy may be applied if certain conditions are met (see below for further information)
- In emergencies, 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 must not be used at Grey Street 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.

Smart watches and Spacetalk watches

Smart watches and Spacetalk watches are to be operated within the guidelines of this policy as per the departments definition of "mobile phones". Any watch worn by a student must not have mobile phone functionality available during the school day. If a student is found to be accessing these functions the watch will be confiscated and stored securely.

Secure storage

Mobile phones owned by students at Grey Street 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 Grey Street 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 Department of Education's Personal Goods policy.

Where students bring a mobile phone to school, Grey Street Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Grey Street Primary School students are required to hand mobile phones into the school administration office to be placed in the storeroom.

Enforcement

Students who use their personal mobile phones inappropriately at Grey Street Primary School may be issued with consequences consistent with our school's existing *Student Wellbeing and Engagement* policy.

At Grey Street Primary School inappropriate use of mobile phones is **any use during school hours**, unless an exception has been granted, and particularly use of a mobile phone:

- 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 class.

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, work plan
For students for whom a reasonable adjustment to a learning program is needed because of a disability or learning difficulty	Individual Learning Plan

2. Health and wellbeing-related exceptions

Specific exception	Documentation
Students with a health condition	Student Health Support Plan from a doctor
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
Students on excursions and camps	Risk assessment planning documentation
When students are offsite (not on school grounds) and unsupervised with parental permission	Risk assessment planning documentation
Students with a dual enrolment or who need to undertake intercampus travel	Risk assessment planning documentation

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

Grey Street 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.

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Exclusions

This policy does not apply to

- Out-of-School-Hours Care (OSHC)
- Out-of-school-hours events
- Travelling to and from school

COMMUNICATION

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

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

Related policies and resources

- Student Wellbeing and Engagement
- Bullying Prevention
- Mobile Phones — Student Use Policy

POLICY REVIEW AND APPROVAL

Policy last reviewed	May 2025
Consultation	Presented for review with the School Council in May 2025.
Approved by	Principal
Next scheduled review date	May 2028

Related Policies and Resources

- Grey Street Primary School Policies: Student Wellbeing and Engagement and Bullying.
- Mobile Phones – Department Policy

Review Period

This policy was last updated in May 2025 and is scheduled for review in May 2028.