



Help for non-English speakers

If you need help to understand the information in this policy please contact Rosebud Primary School office on 5986 8274.

PURPOSE

To explain to our school community the Department's and Rosebud Primary School/s policy requirements and expectations relating to students using mobile phones, iPhones and smart watches during school hours.

SCOPE

This policy applies to:

1. All students at Rosebud Primary School and,
2. Students' personal mobile phones and other personal mobile devices brought onto school premises during school hours, including recess and lunchtime.

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."

POLICY

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

At Rosebud Primary School :

- Students who choose to bring mobile phones to school must have them switched off and securely stored at the school office 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 must not be used at Rosebud 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 Rosebud 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 Rosebud 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's [Claims for Property Damage and Medical Expenses policy.](#)

Where students bring a mobile phone to school, Rosebud Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Rosebud Primary School students are required to store their phones at the school office. They are required to take a slip that they will return at the end of the day to collect their phone. Phones will be placed in the office, in a lockable cupboard.

Enforcement

Students who use their personal mobile phones inappropriately at Rosebud Primary School may be issued with consequences consistent with our school's existing student engagement policies, *Student Wellbeing and Engagement* and/or *Code of Conduct* or *Bullying* policies.

At Rosebud 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 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 — Student Use Policy](#).

The three categories of exceptions allowed under the Department's [Mobile Phones — Student Use Policy](#) are:

1. 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

Mobile phones are prohibited at all camps, excursions and extracurricular activities.

Exclusions

This policy does not apply to

- Travelling to and from school
- Students undertaking workplace learning activities, e.g. work experience

COMMUNICATION

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

- Available publicly on our school's website (or insert other online parent/carer/student communication method)
- Hard copy available from school administration upon request

RELATED POLICIES AND RESOURCES

- [Mobile Phones — Student Use Policy](#)
- [Weapons — Banning, Searching and Seizing Harmful Items](#)
- [Claims for Property Damage and Medical Expenses policy](#)

POLICY REVIEW AND APPROVAL

Policy last reviewed	02/2022
Consultation	DET POLICY
Approved by	Principal
Next scheduled review date	02/2026