

# MOBILE PHONES – STUDENT USE



## Help for non-English speakers

If you need help to understand the information in this policy please contact the school.

## PURPOSE

To explain to our school community the Department's and Yarraville Special Developmental School's policy requirements and expectations relating to students using mobile phones and devices such as iPads, smart watches etc, during school hours.

## SCOPE

This policy applies to:

1. All students at Yarraville Special Developmental School and,
2. Students' personal devices brought onto school premises during school hours, including recess and lunchtime.

## DEFINITIONS

**A device** is a telephone, tablet, watch or other electronic item with access to a cellular (telecommunication) system, with or without a physical connection to a network.

## POLICY

Yarraville Special Developmental School understands that students may bring a personal device to school.

At Yarraville Special Developmental School:

- Students who choose to bring any device to school must have them switched off and securely stored during school hours
- 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 Yarraville Special Developmental School during school hours, including lunchtime and recess, unless an exception has been granted by the Principal.

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. Any use must be supervised by a member of the leadership team.

## Secure storage

Devices owned by students at Yarraville Special Developmental School are considered valuable items and are brought to school at the owner's (student's or parent/carer's) risk. Please note that Yarraville Special Developmental 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.

Where students bring a mobile phone to school, Yarraville Special Developmental School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so.

## Enforcement

At Yarraville Special Developmental School **'during school hours'** includes but is not exclusive to:

- The classroom
- The Playground
- Excursions and/or camps
- Special events

Any breach of this policy may result in:

- Items will be taken immediately and given to the Principal
- Family will be notified and item will only be released to a legal guardian
- Student will receive an after school detention
- Repeated breaches of this policy will result in the Student will receive an internal suspension

## 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](#).

## COMMUNICATION

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

- Included in staff induction processes and staff training
- Included in school newsletter
- Included in staff handbook/manual
- Discussed at annual staff briefings/meetings
- Included in transition and enrolment packs
- Discussed at parent information nights/sessions
- Hard copy available from school administration upon request

## RELATED POLICIES AND RESOURCES

- [Mobile Phones — Student Use Policy](#)

- [Claims for Property Damage and Medical Expenses policy](#)

## POLICY REVIEW AND APPROVAL

Policy last reviewed	7 <sup>th</sup> May 2024
Consultation	Leadership
Approved by	Principal
Next scheduled review date	May 2026