

# MOBILE PHONES AND WEARABLE TECHNOLOGY – STUDENT USE POLICY

## PURPOSE

To explain to our school community the Department and Templestowe Heights Primary School's policy requirements and expectations relating to students using mobile phones [and other personal wearable technology including smartwatches] during school hours.

## SCOPE

This policy applies to:

1. All students at Templestowe Heights Primary School and,
2. Students' personal mobile phones and smartwatches 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" also refers to any device that may connect to or have similar functionality to a mobile phone such as a smartwatch.

## POLICY

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

At Templestowe Heights Primary School:

- Students who choose to bring mobile phones to school must have them turned off or in silent mode and securely stored during school hours
- Students who choose to bring a smartwatch to school must limit the features to telling the time and fitness goals. Features that must be disabled during school hours include but are not limited to: incoming and outgoing calls, email notifications, social media notifications, music, financial transactions
- 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 Templestowe Heights Primary School's office.

### Personal mobile phone and wearable technology use

In accordance with the Department's [Mobile Phones Policy](#) issued by the Minister for Education, personal mobile phones and wearable technology must not be used at Templestowe Heights 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 and wearable technology owned by students at Templestowe Heights 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 or wearable technology to school unless there is a compelling reason to do so. Please note that Templestowe Heights 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.

- Where students bring a mobile phone to school, Templestowe Heights Primary School will provide secure storage.
- Secure storage is storage that cannot be readily accessed by those without permission to do so.
- At Templestowe Heights Primary School students are required to sign their mobile phones at the school administration office and place them in the appropriate storage container.
- Students sign out their mobile phones when they are dismissed at the end of the school day.

Students are able to wear their wearable technology on the basis that features are disabled as specified above.

### Enforcement

Students who use their personal mobile phones or wearable technology inappropriately at Templestowe Heights Primary School may be issued with consequences consistent with our school's existing student engagement policies [i.e. *Student Wellbeing and Engagement, Photographing, Filming and Recording Students, Privacy and Bullying Prevention* policies.]

At Templestowe Heights Primary School inappropriate use of mobile phones and wearable technology is **any use during school hours**, unless an exception has been granted, and particularly if a mobile phone and wearable technology is used:

- 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 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 Policy](#).

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

#### 1. Learning-related exceptions

Specific exception	Documentation
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For specific learning activities (class-based exception)	Unit of work, learning sequence
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
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

Where an exception is granted, the student can only use the mobile phone or wearable technology for the purpose for which it was granted.

### Camps, excursions and extracurricular activities

Templestowe Heights 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.

### 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
- Students undertaking workplace learning activities, e.g. work experience

## RELATED POLICIES AND RESOURCES

- *Student Wellbeing and Engagement*
- *Personal Property*
- *Bullying Prevention*
- *Photographing, Filming and Recording Students*

- *Privacy*
- [Mobile Phones – Department Policy](#)
- [Ban, Search and Seize Harmful Items](#)
- [Personal Goods – Department policy](#)

## REVIEW PERIOD

This policy was last updated on 19th February 2020 and is scheduled for review in [May 2022].