MOBILE PHONE AND PERSONAL WEARABLE DEVICES POLICY

Purpose

To explain to our school community the Department's and Cranbourne South Primary School (CSPS) policy requirements and expectations relating to students using mobile phones and personal wearable devices during school hours.

Scope

This policy applies to:

- All students at CSPS and
- Students' personal mobile phones and/or personal wearable devices brought onto school premises during school hours, including recess and lunchtime.

Definitions

Wearable device – includes any device that is technological of nature that includes functionalities that replicate that of a mobile phone ie. receive messages, make phone calls, takes photos, videos etc.

Parent/carers – includes a guardian and every person who has parental responsibility for the child, including parental responsibility under the *Family Law Act 1975* (Cth) and any person with whom a child normally or regularly resides.

Policy

CSPS understands that students may bring a personal mobile phone and personal wearable devices to school, particularly if they are traveling independently to and from school.

At CSPS:

- Students who choose to bring mobile phones and personal wearable devices to school must have them switched off and securely stored 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 or personal wearable technology use

In accordance with the Department's Mobile Phones — Student Use Policy issued by the Minister for Education, personal mobile phones or personal wearable devices must not be used at CSPS during school hours, including break times, unless an exception has been granted.
Where a student has been granted an exception, the student must use their mobile phone or personal wearable devices for the purpose for which the exception was granted, and in a safe, ethical and responsible manner.

Secure storage

Mobile phones and personal wearable devices owned by students at CSPS 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 and/or personal wearable devices to school unless there is a compelling reason to do so.

Please note that CSPS 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 CSPS Personal Property Policy and/or the Department's Claims for Property Damage and Medical Expenses policy.

Where students bring a mobile phone and/or personal wearable devices to school, CSPS may provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so.

At CSPS students are required to store their phones and any type of personal wearable devices in the locked box of the classroom office.

Enforcement

Students who use their personal mobile phones and/or personal wearable devices inappropriately at CSPS may be issued with consequences consistent with our school's existing student engagement policy.

At CSPS inappropriate use of mobile phones or personal wearable devices is defined as any use during school hours, unless an exception has been granted:

- 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. Learning-related exceptions

Specific exception	Documentation
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
Traveling 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 or personal wearable devices for the purpose for which it was granted.

Camps, excursions and extracurricular activities

CSPS will provide students and their parents/ carers with information about items that can or cannot be brought to camps, excursions, special activities and events, including personal mobile phones and/or personal wearable devices.

Exclusions

This policy does not apply to:

- Out-of-School-Hours Care (OSHC)
- Out-of-school-hours events

- Traveling to and from school

Resources

- Mobile Phones — Student Use Policy.
- Student Wellbeing and Engagement Policy
- Mobile Phones — Student Use Policy
- Weapons — Banning, Searching and Seizing Harmful Items
- Claims for Property Damage and Medical Expenses policy

Communication

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

- Available publicly on our school's website
- Included in staff induction processes
- Included in transition and enrolment packs
- Included as an annual reference in the school newsletter
- Made available in hard copy from school administration upon request

Mandatory Consultation

Consultation Group	Date Consulted
School Council Policy Sub Committee	Relative to DET Mobile Phone requirements
Staff	Staff information booklet
Parents	iNewsletter
Student leadership groups	Student focus group meetings

Due for Review

October 2028

Certification

This policy was ratified at the School Council Meeting held at Cranbourne South Primary School on Wednesday 29th October, 2025.

Cranbourne South
PRIMARY SCHOOL

Respectful Responsible Resilient Safe

Signed: 

Signed: 

Principal

School Council President