



# Lysterfield Primary School

## MOBILE DEVICE POLICY – STUDENT USE

### PURPOSE

To explain to our school community the Department's and Lysterfield 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 Lysterfield 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

**A mobile device** is a phone with access to a cellular (telecommunication) system, with or without a physical connection to a network. This may include, but not limited to: computers, tablets, smart watches.

### POLICY

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

At Lysterfield Primary School:

- Students who choose to bring mobile 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 device use

In accordance with the Department's [Mobile Phones – Student Use Policy](#) issued by the Minister for Education, personal mobile devices must not be used at Lysterfield 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 device for the purpose for which the exception was granted, and in a safe, ethical and responsible manner.

### Secure storage

Mobile devices owned by students at Lysterfield 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 device to school unless there is a compelling reason to do so. Please note that Lysterfield 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 device to school, Lysterfield Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Lysterfield Primary School students are required to store their devices at the Administration Office to be placed in a lockable cupboard.

## Enforcement

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

At Lysterfield Primary School inappropriate use of mobile devices is **any use during school hours**, unless an exception has been granted, and particularly use of a mobile device:

- in any way that disrupts the learning of others
- to send inappropriate, harassing or threatening messages or 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
- to capture video or images in the school toilets, changing rooms, swimming pools and gyms

## 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
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 device for the purpose for which it was granted.

### **Camps, excursions and extracurricular activities**

Lysterfield 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 devices.

### **Exclusions**

This policy does not apply to

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

### **RELATED POLICIES AND RESOURCES**

- [Mobile Phones — Student Use Policy](#)
- [Claims for Property Damage and Medical Expenses policy](#)

### **REVIEW PERIOD**

This policy was last updated in March 2024 and is scheduled for review in March 2027.