



## **MOBILE PHONES/PERSONAL MOBILE DEVICES POLICY – STUDENT USE**

### **PURPOSE**

To explain to our school community the Department's and Bendigo Special Developmental School's policy requirements and expectations relating to students using mobile phones and other personal mobile devices during school hours.

### **SCOPE**

This policy applies to:

1. All students at Bendigo Special Developmental School and,
2. Students' personal mobile phones and other personal mobile 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" refers to mobile phones and any device that may connect to or have a similar functionality to a mobile phone.

### **POLICY**

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

At Bendigo Special Developmental School:

- Students who choose to bring mobile phones 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 use**

In accordance with the Department's [Mobile Phones Policy](#) issued by the Minister for Education, personal mobile phones must not be used at Bendigo Special Developmental 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 other personal mobile devices owned by students at Bendigo Special Developmental 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 Bendigo 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. Refer to the Department's [Personal Goods policy](#).

Where students bring a mobile phone to school, Bendigo Special Developmental School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Bendigo Special Developmental School students are required to hand their phones into their classroom teacher who will place the item in a lockable mobile cabinet allocated to their Professional Learning Community and housed within close proximity of their classroom location within the school (Junior/Senior/Student Engagement).

Please note that some mobile phones may be brought to school under the exemption clause, within this policy, such as the item is necessary as a reasonable adjustment to a learning program due to a disability or learning difficulty and will only be locked away when not required for this adjustment.

### **Enforcement**

Students who use their personal mobile phones inappropriately at Bendigo Special Developmental School may be issued with consequences consistent with our school's existing student engagement policies: *Student Wellbeing and Engagement* policies.

At Bendigo Special Developmental 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 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
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
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Risk assessment planning documentation
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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**

Bendigo Special Developmental 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

## **RELATED POLICIES AND RESOURCES**

- *Student Wellbeing and Engagement, Bullying Prevention*
- [Mobile Phones – Department Policy](#)
- [Ban, Search and Seize Harmful Items](#)
- [Personal Goods – Department policy](#)

## **REVIEW PERIOD**

<b>Created date</b>	Oct 2024
<b>Endorsed by</b>	Principal, Kirshy McAinch
<b>Endorsed on</b>	22 <sup>nd</sup> October 2024
<b>Next review date</b>	October 2028