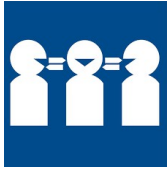


MOBILE PHONE & WEARABLE TECHNOLOGY



HELP FOR NON-ENGLISH SPEAKERS

If you need help to understand the information in this policy, please contact the Tecoma Primary School office - 03 9754 2354

CHILD SAFETY STANDARD

Victorian government schools are child safe environments. Tecoma Primary School actively promotes the safety and wellbeing of all students, and all school staff are committed to protecting students from abuse or harm in the school environment, in accordance with their legal obligations including child safe standards. All schools have a Child Safety Code of Conduct consistent with the Department's exemplar available at <https://www2.education.vic.gov.au/pal/child-safe-standards/resources>

PURPOSE

To explain to our school community the Department's and Tecoma 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 Tecoma Primary School, and
2. Students' personal mobile phones and smartwatches brought onto school premises.

DEFINITIONS

A mobile phone is a telephone or tablet device with an internal SIM card that allows it access to a cellular (telecommunication) system for the purposes of sending and/or receiving calls and text/multimedia messages, with or without a physical connection to a network.

Wearable technology is a smartwatch or similar device with or without an internal SIM card that allows it access to a cellular (telecommunication) system for the purposes of sending and/or receiving calls and text messages, taking photographs, video or audio recordings with or without a physical connection to a network.

Wearable technology that does not have an internal SIM card (e.g. a GPS sports watch) and that is unable to receive calls and text messages, take photographs, video or audio recordings, and relies on a separate device such as a mobile phone for connectivity is permitted to be worn and is not referred to in this policy.

TECOMA PRIMARY SCHOOL

POLICY

Tecoma 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 Tecoma Primary School:

- Students who choose to bring mobile phones to school must have them turned off or in silent mode, signed in at the school office and securely stored at the office during school hours.
- Students who choose to bring a SIM-enabled smartwatch to school must hand them in at the school office to be 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 Tecoma Primary School office, who can pass on a message.

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 Tecoma Primary School during school hours and when on school grounds, including before school, lunchtime and recess, or after school unless an exception has been granted.

Where a student has been granted an exception, the student must use their mobile phone or wearable technology 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 Tecoma 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 Tecoma Primary School does not have 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 or wearable technology to school, Tecoma Primary School will provide secure storage.
- Secure storage is storage that cannot be readily accessed by those without permission to do so.
- Students are required to hand their mobile phones or SIM-enabled smartwatch in at the school administration office and place them in the appropriate storage container.
- Students sign out their mobile phones or wearable technology when they are dismissed at the end of the school day.

TECOMA PRIMARY SCHOOL

ENFORCEMENT

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

At Tecoma Primary School, inappropriate use of mobile phones and wearable technology is any use during school hours or on school grounds, unless an exception has been granted, and particularly if a mobile phone or 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 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 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

TECOMA PRIMARY SCHOOL

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

Tecoma Primary School does not permit students to bring personal mobile phones or SIM-enabled wearable technology to any school event or activity. This includes camps, excursions, special activities and events.

EXCLUSIONS

This policy does not apply to:

- Travelling to and from school
- iPads and all other personal devices

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

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

TECOMA PRIMARY SCHOOL

POLICY REVIEW AND APPROVAL

Policy last reviewed	15 th May 2026
Consultation	Policy Committee
Approved by	Katrina Ellis/School Council
Next scheduled review date	May 2028