

MOBILE DEVICES – STUDENT USE



Help for non-English speakers

If you need help to understand the information in this policy, please contact Dandenong Valley SDS on 9704 4800.

PURPOSE

To explain to our school community the Department's and Dandenong Valley SDS 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 Dandenong Valley SDS 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 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 such as smart watches, iPads"

POLICY

Dandenong Valley SDS understands that students may bring a personal mobile phone to school, particularly if they are travelling independently to and from school or accessing the community independently for activities.

At Dandenong Valley SDS:

- 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 — Student Use Policy](#) issued by the Minister for Education, personal mobile phones must not be used at Dandenong Valley SDS 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 owned by students at Dandenong Valley SDS 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 Dandenong Valley SDS 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 Dandenong Valley SDS's Personal Property Policy AND/OR the Department's [Claims for Property Damage and Medical Expenses policy](#).

Where students bring a mobile device to school, Dandenong Valley SDS will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Dandenong Valley SDS students are required to store their devices either in their bags or hand them into the school administration office or to the teacher to be placed in a lockable cupboard etc.

Enforcement

Students who use their personal mobile phones inappropriately will have their device removed and held in secure storage until the end of the day. If the device continues to be used inappropriately parents will be advised that the device cannot be brought to school.

At Dandenong Valley SDS inappropriate use of mobile devices 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

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 travelling on the bus and requiring a device to support them in the regulation of behaviour.	Individual Learning Plan, Individual Education Plan

3. Exceptions related to managing risk when students are offsite

Specific exception	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 device for the purpose for which it was granted.

Camps, excursions, and extracurricular activities

Dandenong Valley SDS 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 events
- Travelling to and from school
- Students undertaking workplace learning activities, e.g., work experience

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
- Discussed at parent information nights/sessions
- Hard copy available from school administration upon request

RELATED POLICIES AND RESOURCES

- [Mobile Phones — Student Use Policy](#)
- [Student Wellbeing and Engagement](#)
- [Personal Property](#)

POLICY REVIEW AND APPROVAL

Policy last reviewed	25/6/21
Consultation	Senior Management Team
Approved by Principal	Rhonda Fletcher
Next scheduled review date	July 2028