

MOBILE PHONE & OTHER PERSONAL MOBILE DEVICES - STUDENT USE



IF YOU NEED HELP TO UNDERSTAND THE INFORMATION IN THIS POLICY PLEASE CONTACT THE OFFICE ADMINISTRATION STAFF FOR INTERPRETER ARRANGEMENTS.

PURPOSE

To explain to our school community the Department's and Carnegie Primary School's policy requirements and expectations relating to students using mobile phones and other personal mobile devices that could be used for communication during school hours.

SCOPE

This policy applies to:

1. All students at Carnegie 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 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, "other personal mobile devices" refers to any device that may connect to or have a similar functionality to a mobile phone such as smart watches.

POLICY

Carnegie Primary School understands that students may bring personal mobile phones to school, particularly if they are travelling independently to and from school. Smartwatches, like mobile phones, possess communication capabilities that can disrupt classroom activities and student concentration. By restricting their use, the school requests that :

At Carnegie Primary School:

- Students who choose to bring mobile phones, smart watches and other personal mobile devices to school must have them switched off and securely stored during school hours

- Students who choose to bring mobile phones and other personal mobile devices to school and attend OSHC must comply with the OSHC guidelines
- Exceptions to this policy may be applied if certain conditions are met (see below for further information)
- When emergencies occur, parents/carers should reach their child by calling the school office on 9571 2662.

Personal mobile phone use

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

Secure storage

Mobile phones, smart watches and other personal mobile devices owned by students at Carnegie Primary School are considered valuable items and are brought to school at the owner's (student's or parent/carers) risk. Students are encouraged not to bring mobile phones, smart watches and other personal mobile devices to school unless there is a compelling reason to do so. Please note that Carnegie 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.

Where students bring mobile phones, smart watches and other personal mobile devices to school, Carnegie 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 phone and/or other personal mobile devices to their teacher at 9am.

Enforcement

Students who use their personal mobile phones, smart watches and other personal mobile devices inappropriately at Carnegie Primary School may be issued with consequences consistent with our Acceptable Use Agreement.

At Carnegie Primary School inappropriate use of mobile phones, smart watches and other personal mobile devices **are not to be used 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,
 - o Health and wellbeing-related exceptions; and
 - o 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 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	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 communication device for the purpose for which it was granted.

Camps, excursions and extracurricular activities

Carnegie 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 phones and other personal mobile devices.

Exclusions

This policy does not apply to

- Out-of-school-hours events
- Travelling to and from school

COMMUNICATION

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

- Available publicly on school website
- Included in staff induction processes
- Annual reference in school newsletter
- Discussed at student forums/through communication tools
- Hard copy available from school administration upon request

RELATED POLICIES AND RESOURCES

- Acceptable Use Agreement 2015
- Student Engagement and Well Being Policy 2017
- [Mobile Phones – Department Policy](#)

REVIEW PERIOD

Policy last reviewed	June 12th 2025
Approved by	Principal
Next scheduled review date	June 2029