

"Reaching Our Potential"

TOOBORAC PRIMARY SCHOOL

PERSONAL MOBILE DEVICES POLICY

PURPOSE

To explain to our school community Tooborac Primary School's policy requirements, and expectations regarding the safe and appropriate use of personal mobile devices by students, at school or during school activities.

SCOPE

This policy applies to:

1. All students at Tooborac Primary School and,
2. All personal mobile devices that have not been approved by Tooborac Primary School and/or classroom teacher for the purpose of carrying out and engaging in the teaching and learning of the curriculum.

DEFINITIONS

Personal mobile devices are portable computing and communication devices such as smartphones, tablet computers and smart watches.

POLICY

It is preferable that mobile phones are not brought by students to Tooborac PS. They are a valuable item that presents a danger of significant financial loss if they are damaged or stolen.

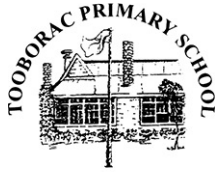
Tooborac Primary School understands that some parents may wish students to bring a personal mobile device to school, particularly if they are travelling independently to and from school or to extra-curricular activities.

- During school hours, devices should be surrendered to the classroom teacher or principal to be kept in a secure location for the duration of the school day. They will be returned to the student at the end of the day.

Personal mobile device use

Personal mobile devices must not be used:

- during class or assemblies or 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 gym



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- during exams and assessments.

Students who use their personal mobile device inappropriately at school may be issued with consequences consistent with our school's *Student Wellbeing and Engagement* and/or *Bullying* policies.

Students **are not** permitted to access their personal mobile devices during lunchtime or recess, unless they have sought and been granted permission from a supervising teacher or have been granted an exemption to this Policy by the Principal.

Exemptions

There may be circumstances in which a student may apply to the Principal for an exemption from this policy on the basis of safety and/or wellbeing requirements particular to that student. If this is the case, please contact [insert relevant school contact].

Insurance

Students are responsible for their personal mobile device. Please note that the Tooborac Primary School does not have accident insurance for accidental property damage. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items, including personal mobile devices that may be brought to school. Students are responsible for items brought to school.

Camps and excursions

In most circumstances, students will not be allowed to bring their personal mobile device on overnight school camps or excursions. Tooborac Primary School will provide students and their parents and carers with information about items that can be brought to special activities and events, including personal mobile device.

RELATED POLICIES AND RESOURCES

- *Student Wellbeing and Engagement*, Digital Technologies (Internet, Social Media and Digital Devices) Bullying prevention
- School Policy and Advisory Guide: [Students Using Mobile Phones](#)
- [School Policy and Advisory Guide: Ban, Search and Seize Harmful Items](#)

REVIEW PERIOD

This policy was last updated on 9/07/2019 and is scheduled for review on July 2023