

MOBILE PHONES – STUDENT USE



Help for non-English speakers

If you need help to understand the information in this policy please contact Flemington Primary School on 9376 7137 or email flemington.ps@education.vic.gov.au



PURPOSE

To explain to our school community the Department's and Flemington Primary 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 Flemington 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, "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 and tablets.

POLICY

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

At Flemington Primary School:

- Students who choose to bring mobile phones to school must have them switched off and securely stored during school hours
- Students may wear a smart watch to school; however, wearable devices will be required to have **notifications, cellular connectivity and recording functions disabled**.
- 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 Flemington 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 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 Flemington 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 to school unless there is a compelling reason to do so. Please note that Flemington 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. Refer to the Department's [Claims for Property Damage and Medical Expenses policy](#).

Where students bring a mobile phone to school, Flemington Primary School will secure phones within a lockable safe storage space (lock box or filing cabinet) within each classroom space where the student is primarily located and not accessed throughout the school day.

Enforcement

Students who use their mobile phones during supervised school hours or inappropriately towards another FPS student will be issued with consequences consistent with our school's existing student engagement policies - Student Wellbeing and Engagement policies. In the first instance, the mobile phone will be confiscated and locked in the admin space. Parents and carers will be informed and a conversation will be held about the expectations of the policy and how the school can support the student. Subsequent breaches will result in the phone being locked in the school safe during school hours. Students must drop off their phone before the start of the school day and after the end of the school day. The number of days will be determined at the time of the breach. As a guide, the second breach will incur a 5 day confiscation period.

At Flemington Primary 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 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 — Student Use Policy](#).

Mobile Phones 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/Safety Plans
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	Risk assessment planning documentation

Where an exception is granted, the student can only use the mobile phone for the purpose for which it was granted.

Mobile Phones Policy



Camps, excursions and extracurricular activities

Flemington 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.

Exclusions

This policy does not apply to

- Out-of-School-Hours Care (OSHC)
- Out-of-school-hours events
- Travelling to and from school
- Students undertaking workplace learning activities, e.g. work experience

RELATED POLICIES AND RESOURCES

- [Student Wellbeing and Engagement](#)
- [Mobile Phones — Student Use Policy](#)
- [Weapons — Banning, Searching and Seizing Harmful Items](#)
- [Claims for Property Damage and Medical Expenses policy](#)

POLICY REVIEW AND APPROVAL

Policy last reviewed	28/04/2026
Consultation	School Council Policy and Communication Subcommittee.
Approved by	Principal
Next scheduled review date	2029 or review as Smart Watches policy is released.