



PERSONAL MOBILE PHONES AND DEVICES POLICY - STUDENT USE

PURPOSE

To explain to our school community the Department's and Preston 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 Preston Primary School and,
2. Students' personal mobile devices including phones, smart watches and iPads brought onto school premises during school hours, including recess and lunchtime.

DEFINITIONS

A Personal mobile device/phone is a device with access to a cellular (telecommunication) system, with or without a physical connection to a network. Eg phone, smart watch, iPad.

POLICY

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

At Preston Primary School:

- 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 Policy](#) issued by the Minister for Education, personal mobile phones must not be used at Preston 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 Preston 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 Preston 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 a mobile phone to school, Preston Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so.
- Where students bring a mobile phone to school, Preston Primary School will provide secure storage. At Preston Primary School students are required to store their phones in their classroom from 9.00am to 3.30pm.

Enforcement

Students who use their personal mobile phones inappropriately at Preston Primary School may be issued with consequences consistent with our school's existing student engagement policies and *Code of Conduct* policy.

At Preston Primary School inappropriate use of mobile devices is **any use during school hours**, (8.45am to 3.45pm) 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 or 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

3. Exceptions related to managing risk when students are offsite

Specific exception	Documentation
None	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.

Camps, excursions and extracurricular activities

Preston Primary School will provide students and their parents and carers with information about personal mobile phones and electronic devices that can or cannot be brought to camps, excursions and special activities and events.

Exclusions

This policy does not apply to

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

RELATED POLICIES AND RESOURCES

- Student Wellbeing and Engagement,
- Code of Conduct,
- Personal Property,
- Mobile Phones – Department Policy
- Personal Goods – Department policy

POLICY REVIEW AND APPROVAL

Policy last reviewed	July 2026
Approved by	Principal
Next scheduled review date	July 2030



Help for non-English speakers

If you need help to understand the information in this policy, please contact the school office on 9470 1167