Casey Fields
Primary School
Chapelton Road, Cranbourne East 3977

MOBILE PHONES & SMARTWATCHES – STUDENT USE

Help for non-English speakers

If you need help to understand the information in this policy please contact Casey Fields Primary School front office for assistance.

PURPOSE

To explain to our school community the Department's and Casey Fields Primary School policy requirements and expectations relating to students using mobile phones and other personal mobile devices such as smartwatches during school hours.

SCOPE

This policy applies to:

1. All students at Casey Fields 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

POLICY

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

At Casey Fields Primary School:

- Students who choose to bring mobile phones or smartwatches to school must have them switched off and handed into the front office at the start of the day
- 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 Casey Fields 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 and smartwatches owned by students at Casey Fields 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 and smartwatches to school unless there is a compelling reason to do so. Please note that Casey Fields 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 and smartwatches to school, Casey Fields Primary School will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Casey Fields Primary School students are required to store their phones and smart watches at Reception to be placed in a lockable cupboard etc.

Enforcement

Students who use their personal mobile phones inappropriately at Casey Fields Primary School may be issued with consequences consistent with our school's existing Student Wellbeing and Engagement Policy.

At Casey Fields Primary School inappropriate use of mobile phones or smartwatches 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:

- can be granted by the principal, or by the teacher for that class, in accordance with the Department's Mobile Phones — Student Use Policy.

Camps, excursions and extracurricular activities

Phones are not permitted on Camps, excursions and extracurricular activities.

RELATED POLICIES AND RESOURCES

- Student Wellbeing and Engagement
- Mobile Phones — Student Use Policy
- Claims for Property Damage and Medical Expenses policy

POLICY REVIEW AND APPROVAL

Policy last reviewed	March 2025
Consultation	School Council
Approved by	Principal
Next scheduled review date	March 2028

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