



Heidelberg Primary School

PERSONAL MOBILE DEVICES POLICY

PURPOSE

To explain to our school community Heidelberg 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 Heidelberg Primary School and,
2. All personal mobile devices that have not been approved by Heidelberg Primary School and / or classroom teachers 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 smart phones and smart watches.

POLICY

Heidelberg Primary School understands that students may 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, personal mobile devices must be switched off, and
- locked securely in the classroom cupboard
- are handed back to students as they leave the classroom at 3.30pm.

Personal mobile device use

Students **are not** permitted access to devices at lunchtime and recess.

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.

Insurance

Students are responsible for their personal mobile device. Please note that Heidelberg 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

Students will not be allowed to bring their personal mobile devices on overnight school camps or excursions. Heidelberg 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

- 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 August 2019 and is scheduled for review on August 2022.