

Pupils' Mobile Phone Policy



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Review Frequency	Annually
Date for Next Review	September 2022
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The use of mobile phones (particularly with the advent of increasingly sophisticated equipment) presents problems in school including:

- Mobile phones can be valuable items and might render a pupil vulnerable to theft;
- Mobile phones (and their cost and level of sophistication - or otherwise) can make pupils objects of envy or disparagement and could have implications with regard to discipline and potential bullying;
- Even when silent, the use of mobile phones for texting purposes could be potentially undermining of classroom discipline and distract the pupils learning.
- Use of cameras could lead to child protection and data protection issues with regard to inappropriate capture, use or distribution of images.

School generally advises all parents to discourage pupils from bringing mobile phones to school. Pupils are only permitted to bring mobile phones to school when permission has been sought from the Head Teacher. Parents will need to complete a form agreeing to the schools mobile phone use code of conduct.

Once completed children may bring a mobile phone into school under the following strict conditions and guidance:

- There is a legitimate reason e.g. the child regularly walks home on their own;
- A form (below) is signed by the parent and given to the Head Teacher;
- The phone **must remain switched off** during the school day and may not be used for any purpose on school premises or during school activities (such as school visits, swimming, sports activities and school social events such as a school disco).
- The **individual pupil must** hand their phone in to their class teacher, who will store it securely in a locked drawer/cupboard.
- The school accepts no liability for the loss/damage of any personal equipment whilst on school premises;
- The camera on the phone is never used by a child to take photographs or video on school premises.
- Should parents/carers need to contact pupils in an emergency, or vice versa, this should be done following the usual school procedures: via the school office.
- **Where a pupil is found to be using or in the possession of a mobile phone without permission, the phone will be confiscated** by a senior member of staff and will be stored in the main school office. Parents may collect the phone at the end of the school day. In line with the *search and confiscate* section of our *weapons policy*, we have the right to search pupils' bags if we have reason to believe that they have brought a phone to school without permission.
- The right to bring mobile phones onto school premises will be revoked if a pupil fails to follow the conditions of use.
- If a pupil is found taking photographs or video footage with a mobile phone of either other pupils or teachers, this will be regarded as a serious offence and disciplinary action will be taken according to the school's Behaviour Policy.
- If images of other pupils or teachers have been taken, the child's parents will be contacted and asked to discuss the matter with the Head Teacher. The phone will not be returned to the pupil until the images have been removed by the pupil in the presence of a teacher and their parents.

Mobile Phone Use – Pupil Code of Conduct 2021-22



Name: _____

I give my permission for my child to bring a mobile phone to school. I am aware that the school accepts no liability for the loss or damage of any devices and accept that my child will abide by the following key principles when on school premises:

- The phone **will remain switched off and handed to the class teacher** at the start of the school day, who will store it securely in a locked drawer/cupboard.
- The phone may not be used for any purpose on school premises or during based school activities (e.g. school visits, swimming, sports activities and school social events such as a school disco).
- The camera on the phone must never be used by a child to take photographs or video on school premises. If a pupil is found taking photographs or video footage with a mobile phone of either other pupils or teachers, this will be regarded as a serious offence and disciplinary action will be taken according to the school's Behaviour Policy.
- If images of other pupils or teachers have been taken, the phone will not be returned to the pupil until the images have been removed by the pupil in the presence of a teacher. The child's parents will be contacted and asked to discuss the matter with the Head Teacher.
- Should I as a parent/carer need to contact my child in an emergency, or vice versa, it will not be done via the mobile phone. All contact will be made following the usual school procedure: via the main school office.
- If my child is found to be using or in the possession of a mobile phone without permission, the phone will be confiscated by a senior member of staff and will be stored in the main school office. I may collect the phone at the end of the school day.
- I accept that the right to bring mobile phones onto school premises will be revoked if my child fails to follow the conditions of use.

Signed: _____ parent/carer

Signed: _____ child