

Mobile Devices Policy

Rationale

Mobile communication devices are now a feature of modern society and most of our pupils own one. Increasing sophistication of mobile technology presents a number of issues for schools:

- The high value of many of these devices
- The integration of cameras into them leading to potential child protection and data protection issues.
- The potential to use the device eg for texting whilst on silent mode

It is not realistic to prohibit all of these devices being brought into school, nor is it logistically possible for schools to collect them in each morning and return them in the afternoon. It is our policy to allow pupils to have devices with them in school under the conditions outlined in the policy below.

Policy

1. Devices can be brought to school but must not be used for any purpose (eg phoning, texting, surfing the internet, taking photos, checking the time, taking videos) after 8.45am or before 3.05pm. However, 'Smart' watches such as the Apple Watch are not allowed to be brought into school at any time.
2. Devices must always be switched off (not on silent mode) and kept out of view in the pupil's bag. They should not be in a pocket or about their person.
3. If a pupil breaches these rules the device will be confiscated and passed into the Assistant Principal's office. It will be kept overnight and may be returned at break time the following day. In the case of devices confiscated on Friday, the phone will be returned on the following Monday. Devices are returned on receipt of a letter from parents.
4. If a phone is confiscated repeatedly it may be kept for longer periods. Parents will be informed.
5. Devices must not be taken into examinations.

This policy should be read in conjunction with the school's other policies in particular the Behaviour for Learning Policy.

Emergencies

If a pupil has had their phone confiscated but needs to contact his/her parents/guardians they will be allowed to use a school phone. A pay as you go mobile can be issued to a pupil with credit and emergency numbers on if necessary.

If parents need to contact children urgently they should contact the school office and a message will be relayed promptly.

Responsibility for mobile phones:

School accepts no responsibility **whatsoever** for theft, loss, damage or health effects (potential or actual) relating to mobile devices. It is the responsibility of parents and pupils to ensure mobile devices are properly insured.

Mobile Communication Devices Protocol

This should be considered alongside our Mobile Device Policy above. Students who wish to bring a mobile device to school must abide by the following protocol:

- Mobile Devices must not be seen during the school day. They should be kept in your bag.
- Mobile Devices must be turned off not just on silent mode.
- If a device is seen or heard during the school day it will be confiscated. It can be reclaimed the following day providing a note is brought from parents. If confiscated on Friday, the phone will be returned the following Monday.
- If the device is confiscated repeatedly it may be kept for longer.
- Devices may not be used in lessons as calculators.
- Devices are not to be used as time pieces instead of watches.
- Devices may not be used in school for music playing.
- Devices are not to be used to take or record images in school at any time.
- ***Devices are not allowed in examination rooms.***
- Students found abusing the use of a device (e.g. making threatening calls) will be banned from bringing the device to school.
- The Principal's decision on all matters of mobile communication devices protocol is final.