

# RIPLEY ST THOMAS

A CHURCH OF ENGLAND ACADEMY



## Mobile Devices Policy

Originator	Mrs K Benter
Reviewed	November 2021
Next Review Date	November 2022

Ripley St Thomas  
Ashton Road  
Lancaster  
LA1 4RS

**t** 01524 64496 **f** 01524 847069  
**e** admin@ripley.lancs.sch.uk

website [www.ripleystthomas.com](http://www.ripleystthomas.com)

*Believe.....*

# 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 e.g. 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 – Year 7 to Year 11

1. Devices can be brought to school but must not be used for any purpose (e.g. phoning, texting, surfing the internet, taking photos, checking the time, taking videos) after 8.45am or before 3.05pm. If the pupil is attending an after school sanction, the device may not be used or seen during this time as it is considered an extension of the school day.
2. Smart watches are allowed as a time telling device, but must not be used during the school day as a means of communicating, as per the Uniform and Appearance Policy. No watches of any kind may be worn in or taken into examinations.
3. Those pupils who use their phone as a tool for monitoring diabetes levels may keep their mobile phone switched on and on their person, with the guidance of the school nurse.
4. 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.
5. If a pupil breaches these rules the device will be confiscated and passed into the Senior Assistant Principal's office. It will be kept overnight and may be returned at break time the next day. In the cases of devices confiscated on a Friday, the phone may be collected from the Senior Assistant Principal's office at 3.05pm and must be returned to the same office at 8.45am on the following Monday morning. The phone will then be kept overnight on the Monday and will be available for collection on Tuesday at break time. Devices are returned on receipt of a letter from parents.
6. Any pupil whose phone is confiscated will be given a replacement phone as a means of emergency contact overnight. The Senior Assistant Principal, or their deputy, will provide contact numbers for two emergency contacts and ensure that there is sufficient credit available to the pupil. A T2P message will be sent to parents with details of the phone number of the replacement phone loaned to the pupil.

7. If a phone is confiscated repeatedly it may be kept for longer periods. Parents / carers will be informed.
8. Devices must not be taken into examinations.
9. In the case of an emergency where parents need to contact children urgently, they should contact the school office and a message will be relayed promptly.

### **Policy – Sixth Form**

1. The use of mobile phones is not permitted in lessons and they must not be visible on desks unless under the direction of the class teacher.
2. Sixth Form students are permitted to use their mobile phones appropriately in the Silent Study Room and JCL and in the sixth form canteen. The use of mobile phones is not permitted beyond the Hive and the end of the path leading from the Sixth Form Centre to the main drive.
3. Mobiles visible in the main school will be confiscated and given to the Head of Year to be handed back to the student at the end of the day in the first instance and kept overnight on any further occasion.

Confiscation of mobile phones at Ripley is rare and we firmly believe that phones should not be in use by our pupils during the school day due to the distraction that they provide, and as a mechanism for safeguarding our school community.

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

**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 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 relating to mobile communication devices protocol is final.