



Mobile Phone Policy

DETAILS OF POLICY	
Original Policy Created by:	Senior Leadership Team
Date of most recent review:	October 2017
Adopted by:	Senior Leadership Team
Parties communicated to: (e.g. Parents, Staff etc.)	Staff, Parents and Students
Methods of Communication:	Internal email, staff meetings, school assemblies, school website, termly newsletters, letter to parents where appropriate.
Did these methods work to ensure the policy communicated effectively?	Yes
Next planned review date:	October 2020 (or sooner if need dictates)
Persons responsible for audit review of policy:	Senior Leadership Team

Mobiles phones have recently become a common possession, and are increasingly complex and sophisticated. Many people view them as an essential of modern life.

There are however, many issues that relate to mobile phone use, or indeed possession, in school:-

- Disturbance of lessons and loss of concentration in class
- Worry at responsibility for an expensive item
- Potential for theft
- Potential bullying situations
- Unwanted and uncontrolled photographs and video footage. Now that mobile phones can connect to the internet, all the hazards involving online issues such as bullying, grooming and personal security
- Exam situation security

This policy will operate in conjunction with other policies including the *E-Safety Policy* and *Internet Acceptable Usage Policy*.

The Policy:

1. The School strongly advises that mobile phones should not be brought into school at all. Students have no legitimate need to use a mobile phone at all during the school day.
2. The School accepts that there may be particular circumstances in which a parent wishes their child to have a mobile phone for their journey to and from school.
3. Where a mobile phone is brought into school, it is entirely at the student's & parents' own risk. The School accepts no responsibility for the loss, theft or damage of any phone, mp3 player or other mobile device brought into school.
4. To avoid disruption, mobile phones which are brought into should not be used in class.
5. If a mobile phone is inappropriately used at any point in the school day by a member of staff, the member of staff will store it until the end of the day.
6. Any student who persistently refuses to hand over a mobile phone when requested to do so will be removed from their lesson and the refusal will be treated as a disciplinary matter.
7. Any student caught filming another person (and/or uploading images or video onto the Internet) will have their phone confiscated. It will be treated as a serious disciplinary matter and consideration will be given as to whether information needs to be shared with other agencies.

8. In accordance with the School's *Internet Acceptable Usage Policy* and *E-Safety Policy*, the School reserves the right to search the content of a confiscated device where there is a reasonable suspicion that it may contain undesirable material, including those which promote pornography, violence or bullying.
9. Where parents or students need to contact each other during the school day, they should do so only through the school office and not via student mobile phones.