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## Mobile Devices Policy

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### DOCUMENT STATUS

Version	Date	Action
Version 1	3 Oct 2018	Agreed by Governors
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## **POLICY AIM**

We understand that most students have mobile devices and/or other electronic/technical equipment. This is how young people communicate and function in the 21<sup>st</sup> century. However, we as a school, have some concerns about the use of such equipment in school. These items can, and do, cause disruption to lessons and sometimes lead to confrontation between student and teacher and between pupils. Mobile devices which have the capacity to take photographs/videos can be misused and as such can infringe the right of personal privacy. Some students who bring mobile devices into school listen to them inappropriately, for example, in lessons. Many of these devices are very expensive and provide the temptation for theft or can be easily lost.

**All examination boards reserve the right to disqualify students found with any electronic equipment in an examination.**

As a result of the issues raised above:

- Mobile devices, smart watches or any other technological equipment / headphones must not be visible or be used during lessons unless a member of staff gives permission. Permission may be granted if the device can be used in order to support learning within that particular lesson. All equipment including mobile phones must be switched off on entry to school and remain switched off until the end of the school day.
- Students in Year 11 may use their phones at break and lunch time in the food court, or outside of learning buildings. Year 11 must not use their phones in learning buildings
- If a student [other than Year 11] is seen to use/be holding a device at any time during the school day the device will be confiscated by a member of staff and will be kept securely until the end of the day, when the student can collect it from the finance office.
- In the event that the student refuses to hand over their mobile phone, parents/carers will be informed and the school Behaviour Policy sanctions will be applied.
- No photographs or videos are to be taken on school premises by students without permission. This means that no photographs or videos can be taken with mobile telephones at any time either inside or outside of the building unless specific permission is given by a member of staff.
- Students must ensure that files stored on their phones do not contain violent, degrading or pornographic images. The transmission of some information is a criminal

offence. Students found to be responsible for this will have their phone confiscated; it will be returned only to their parent / carer or passed to the police where necessary.

- Students must not use personal mobile devices [including smart watches] in lessons and ear pieces should not be visible or used unless specific permission has been given by a member of staff.
- Teachers will remind students as they enter class that mobile devices should be switched off and in bags (not on tables). Mobile telephones, smart watches, or mp3 players etc. used during lessons will be confiscated.
- Where a mobile device has been confiscated, the period of confiscation will be until the parent /carer collects it from the school office. The device will be stored securely during this time.
- The parents/carers of students who repeatedly have their phone confiscated and/or refuse to hand over the phone/ device when asked to do so by a member of staff will be invited into school to discuss this problem
- We advise students not to bring into school any personal music devices / mobile phones or other electronic equipment, which are excessively expensive. We cannot be held responsible for any loss/theft and hold no insurance for such eventualities
- We accept that there will be times when parents feel it is necessary for them to contact their children urgently. If parents have an emergency and need to contact students during the school day, they should telephone the school and the message will be passed to the child.
- In addition, we would ask parents to make their children aware of the dangers of listening to /reading mobile devices etc as they cross roads. The possibility of street crime- ie stealing/snatching of mobile phones should also be taken into account and thereby stressing the need for vigilance when walking to and from school.

EXPECT TO ACHIEVE

