

Mobile Phones¹: Acceptable Use Policy

Students, their parents or carers must read the policy and understand the acceptable use policy as a condition upon which permission is given to bring mobile phones to school.

1. Responsibility

- The decision to provide a mobile phone to their children should be made by parents or carers. It is incumbent upon parents to understand the capabilities of the phone and the potential use/misuse of those capabilities.
- Parents/carers should be aware that if their child takes a mobile phone to school, the school cannot accept responsibility for any loss, damage or costs incurred.
- Parents/carers are reminded that in case of emergency, Reception remains the first point of contact; we will endeavour to ensure your child is contacted quickly and assisted in the appropriate way.

2. Acceptable Uses

- The school recognises the importance of emerging technologies present in mobile phones. Teachers may wish to utilise these functions to aid teaching and learning and students may have the opportunity to use these, but only at the direct instruction of the class teacher.
- Mobile phones (and associated paraphernalia e.g. headphones, chargers) should be switched off and kept out of sight in bags/lockers at all times from 8.40am (first bell) to 3.10pm (last bell), and at all times when inside a school building. They should not be seen or heard at any time within these times/places.
- Mobile phones may be used at the end of the school day once students have finished their last lesson, at the invitation of their member of staff, to read messages, etc. For those attending after school clubs and study classes, the use of mobile phones will be at the discretion of the member of staff.

3. Unacceptable Uses

- Unless express permission is granted, mobile phones should not be used to make calls, send messages, internet usage, take photos, check the time or any other associated application, during the school day.
- Using mobiles to bully and threaten is unacceptable. Cyber bullying will not be tolerated. In some cases, it can constitute criminal behaviour.
- Listening to music through headphones is not allowed.
- Mobile phones are banned from all examinations.

4. Sanctions

- Students who infringe the rules will have their phone confiscated and held in the school office for safe keeping; students will be able to collect their phones at the end of the school day.
- For persistent offences (more than twice in a half term) the mobile phone will only be handed over to parents/carers in person. Parents/carers will be able to collect the mobile phone from Reception at the end of the school day when notified.
- If any student fails to hand over their mobile phone when requested to do so, this will be treated as defiance and we will follow our normal behavioural strategies which may include further sanctions.

¹The term 'Mobile Phone' also includes headphones, IPOD, IPAD, Tablets, MP3, MP4 and similar portable electronic devices.