



Mobile Phone Policy

Personal Mobiles - Pupils

We recognise that mobile phones are part of everyday life for many children and that they can play an important role in helping pupils to feel safe and secure. However we also recognise that they can be a distraction in school and can provide a means of bullying or intimidating others. Therefore pupils are not permitted to have mobile phones at school or on trips. If, in the rare event of a parent wishing for his/her child to bring a mobile phone to school, in order to contact the parent after school, the following procedure will be adhered to:

- The parent must discuss the issue first with their child's teacher.
- The phone must be switched off and handed in to the office first thing in the morning and collected from the office by the child at home time (the phone is left at the owner's own risk).

Mobile phones brought to school without permission will be confiscated and returned at the end of the day. Where mobile phones are used in or out of school to bully or intimidate others, then the Head teacher has the power to intervene 'to such an extent as it is reasonable to regulate the behaviour of pupils when they are off the school site' - refer to Anti-Bullying Policy.

Personal Mobiles – Staff

Staff are allowed to bring mobile phones to school however the follow procedures must be adhered to:

- Mobile phones must be kept out of sight during lesson time. **There is currently a need in Class 3 for 3 mobile phone alerts throughout the day to remind staff that a pupil's insulin levels need to be checked. This will continue until end of July 2018.**
- If a call or message is expected then the phone must be kept in the school office.
- Phones should not be on staff covering break or lunch duties.
- Any calls to staff throughout the day must be received in the school office on 01304 612148.
- Mobile phone will not be used to take photographs in school.

Written and Agreed by Staff and Governors: March 2017

Updated: June 2017