



Mobile Phone and Tablet Policy for Pupils

Believers should constantly examine their communication. We should consider the tone of newer forms of communication such as email and text messaging. We should never allow the safety of a computer screen to lead us to harsh or ungodly words toward others. When engaged in conversation, as we prepare to speak, we should ask ourselves these questions: it is true (Exodus 20:16)? Is it kind (Titus 3:2)? Is it necessary (Proverbs 11:22)

OVERVIEW

We recognise that mobile phones and tablets are part of everyday life for many children and that they can play an important role in education and learning as well as helping pupils to feel safe and secure. However we also recognise that they can prove a distraction in school and can provide a means of bullying or intimidating others.

This policy outlines the appropriate use of mobile phones and tablets by pupils at Hurst Knoll St James.

OBJECTIVES

1. To clarify the school position in relation to the use of mobile phones and tablets by its pupils
2. To ensure that personal mobile phones and tablets are only brought onto school premises with the permission of the Headteacher.
3. To keep children safe and to guard the privacy of pupils and staff especially as mobile phones and tablets have the capacity to take photographs and record video.
4. To ensure that pupils aren't taking photographs or video recordings of staff and pupils with personal mobile phones or tablets.
5. To ensure that on school premises pupils have only safe access to the internet.
6. To ensure that education is free from interruption and disruption caused by personal mobile phones and tablets.

STRATEGIES

1. Pupils will not be allowed to have mobile phones or personal tablets on school premises or to take them on visits or other school initiated activities unless their parents/carers have sought and been granted permission to do so, by the Headteacher,
2. **Year 6 pupils only**, will be allowed to bring a mobile phone to school with written permission from their parents/ carers with regard to walking home. **Appendix 1**
3. Parents/carers seeking such permission with are asked to sign a written agreement saying that they will abide strictly to this policy and they must ensure that the mobile phone has parental controls to limit its access to websites that are unsuitable for children.
4. Mobile phones and tablets brought onto school premises or on activities or visits by pupils without permission will be confiscated and parents will be required to visit the school to have the phone or tablet returned to them in person.
5. Pupils, parents or other adults must not take pictures or make video recordings with mobile phones or tablets or with any other cameras or devices on the school premises without the Headteacher's permission.
6. If a pupil uses a mobile phone or tablet to take photographs or video footage of either other pupils or members of staff, this will be regarded as a serious offence and the Headteacher should decide on appropriate disciplinary action. In certain circumstances, the pupil may be referred to the school Governors. If images of other pupils or members of staff have been taken, the phone will not be returned to the pupil until the images have been removed either by the pupil in the presence of a member of the SLT or by their parent/carer.
7. It should be noted that it is a criminal offence to use a mobile phone to menace, harass or offend another person. In such circumstances the school may consider it appropriate to involve the police.
8. Year 6 pupils who have been given permission to bring a mobile phone to school must switch it off on arrival at school and hand it in to the Year 6 teacher at the start of the school day

- and seek its return at the end of the school day.
9. If any pupil has a need to contact its parents/carers by telephone during the school day it must be done through the normal channels using the school telephone system.
 10. If any parent/carer needs to contact its child during the school day it must be done through the school telephone system.
 11. Whilst on school premises, pupils may only use the internet via the school network. Mobile phones must never be used on school premises to connect to the internet.
 12. **Parents need to be aware that mobile phones are brought to school entirely at the owner's risk and the school accepts no responsibility for replacing lost, stolen or damaged mobile phones.**

OUTCOMES:

This policy will ensure that parents and the school work in harmony to ensure the safety and privacy of pupils and staff. It will also ensure that the teaching, learning and education of pupils is not interrupted by mobile devices.

Adopted by the Governing Body Summer 2017

Appendix 1

Mobile Phone and Tablet Policy - Permission Agreement for Year 6 pupils:

Dear Parent/Carer,

In accordance with our mobile phone and tablet policy, if your Year 6 child is bringing in a mobile phone to school, please could you sign the form below to acknowledge you have read and understand the policy and you agree to the following:

- I agree to abide by the conditions set out in the school policy
- I understand that my child must not use a mobile phone on school premises.
- My Year 6 child will switch the phone off on arrival at school and hand it to the Year 6 class teacher once they are in the classroom,
- I will not hold the school responsible for loss or damage to the phone whilst it is on school premises.
- I will ensure that there are appropriate parental controls on the telephone that restrict it from access to unsuitable and inappropriate websites and I will check the phone before it leaves home to see that it has only been used appropriately and contains no unsuitable or illegal content in its memory.

Parent/Carer Name (print) _____

Parent/Carer Signature: _____

Date: _____

Pupil's Name (print) _____

Mobile Phone Number _____

Date: _____