



School Policies

Policy title	Mobile phones and similar electronic devices				
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SLT link	J Foster		Governor link		
Copies in	Policies folder X	Handbook	Student planner X	Website	

This policy has been written in conjunction with the college's Equality and Diversity policy (Equality Act 2010), the DfE preventing and tackling bullying advice and KCSIE 2018 Annex C: Online safety

The policy, which is in line with Government guidelines to restrict the use of mobile phones, I pods, MP3, MP4 players and any similar devices in schools, is necessary because of growing problems caused by the inappropriate use of mobile phones and other devices. This usually means that an occasional text or call distracts students' attention from their studies but it can include much more serious issues.

Underpinning this stand is the belief that as well as drawing clear boundaries, the role of a school extends to include helping all students to understand the social and moral issues associated with the use of new technologies.

Problems with mobile phones fall several categories:

- Texts

Texting enables students to 'talk' from any distance, from anywhere and at any time and gives them a new outlet for personal and interpersonal teenage problems. Extreme examples reported in the national press include 'cyber bullying'.

- Images

Camera and video phones combined with wireless technology enable students to make still images or videos of themselves or others and 'send' them to other phones or post them on the internet. Sometimes these can be candid images that have been taken without the consent or even knowledge of the subject/s. occasionally it can be with malicious intent.

- Internet

Students with 3G/4G phones can have unlimited and unrestricted access to the internet. Many internet sites aim their content (text, music, images and videos) at young people who can download or upload files and then share them by sending them to other mobile phones. On some sites acceptable material, such as songs, cartoons or 'funny' videos, is presented alongside unacceptable material putting vulnerable young people at risk.



Our Mobile phones and similar electronic devices policy aims to deal with these problems in school by having clear expectations of when, where and how to use mobile phones and similar devices.

We are not preventing students from carrying mobile phones, I pods, MP3, MP4 players and any similar devices but wish them to be used sensibly and with consideration.

Government Guidelines

The guidelines below are sent to schools in England and set out simple steps that schools, parents and students can take to prevent cyber-bullying and inappropriate use of mobile phones and deal with incidents when they occur.

These include:

Schools including strategies to deal with cyber-bullying and inappropriate use of mobile phones in their mandatory anti-bullying policies.

All communication technology on the site, or as part of school activities off site, should be monitored and, where necessary, restricted.

Parents should ensure that they and their child understand how to use technology safely.

Young people should not respond to abusive e-mails, text messages or phone calls, but should always tell an adult and contact their service provider for advice on how to block calls, keeping e-mails and texts as evidence.

Young people should keep to public areas of chat rooms and never give out personal contact details online or post photographs of themselves.

The Anti-Bullying Alliance research identified seven types of cyber-bullying, ranging from abusive text messages, e-mails and phone calls to bullying in internet chat rooms, social networking sites and instant messaging.

Policy

These new technological developments combined with the ever-changing world that our young people are growing up in present new and unprecedented challenges for schools.

The College recognises that mobile phones are now an important aspect of everyone's life and have considerable value, particularly in relation to individual safety. The College therefore accepts that students are permitted to bring mobiles to the College but that use is limited and restricted.

The College aims to educate students in the responsible use of technology. Staff and visitors are subject to the same policy.

Responsible Use

Note: All points in the policy apply to phones, Ipods, MP3, MP4 players and any similar devices.

Students must use electronic devices responsibly at all times.



1. 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 and face severe discipline from the College. It will be returned to their parent / carer, or passed to the Police.
2. Cyber-bullying is completely unacceptable. Students found to be responsible for this will have their phone confiscated and face severe discipline from the College. It will be returned to their parent / carer, or passed to the Police.
3. The college is a workplace; phones, Ipods, MP3, MP4 players and any similar devices must be switched off and kept in bags during lessons.

Rules

1. Whilst the Governors give permission for phones Ipods, MP3, MP4 players and any similar devices to be brought to the College, responsibility for the device rests with the student and the College will take no financial responsibility for loss.
2. Permission may be granted for the use of appropriate electronic devices supporting teaching and learning within the lesson, with the specific permission of the class teacher.

Devices, including headphones must not be visible during lessons, they must be switched off and stored in the student's bag.

- Students must not use phones or MP3 players to broadcast music via mini speakers.
- If electronic devices are used at incorrect times students will be challenged, the device will be confiscated, and will be returned at the end of the day or at some point thereafter. If students dispute this, or offend persistently, parents will be asked to collect the phone from the Principal.
- If there is an emergency which requires communication with home, students must speak to a member of staff who will deal with the matter. Personal mobile phones must not be used in lesson time.
- Parents / carers should only phone students at break time (10.30 -10.55am) or lunchtime (12.35 –1.35pm).
- In an emergency parents / carers should phone the Main Reception and a message will be taken to the student.
- Students may responsibly use any electronic device during break time (10.30 -10.55am) and lunchtime (12.35pm – 1.35pm) – No headphones allowed in the Food Hall.
- Electronic devices cannot under any circumstances be taken into examination rooms. Breach of this rule will lead to invalidation of that examination and potentially other examinations.
- Students need to acknowledge that it is a privilege to be permitted to bring personal electronic devices to College and abuse of this policy may lead to a curtailment of this privilege.