

# ST. BERNARD'S CATHOLIC SCHOOL

## MOBILE PHONE POLICY FOR PUPILS

**Reviewed Sept 2023**

St. Bernard's Catholic School has drawn up the following Acceptable Use Policy for mobile phones that provides pupils, parents and teachers with guidelines and instructions for the appropriate use of mobile phones during school hours.

We discourage bringing mobile phones into school. However, St. Bernard's Catholic School accepts that in some circumstances parents give their children mobile phones to protect them from everyday risks involving personal security and safety.

It is the responsibility of pupils who bring in mobile phones to school, to adhere to the guidelines outlined in this document. The decision to provide a mobile phone to their children should be made by parents or carers and as such parents should be aware if their child takes a mobile phone to school.

### Acceptable Use Policy

1. Parents are reminded that in cases of emergency, the school office remains the first point of contact and can ensure your child is reached quickly, and helped in any appropriate way.

**2.Children in Year 5 and 6** whose parents want them to bring their phone into school must switch them off and store them securely in their locker. They must not be taken out of the locker during the school day. If a child is found to have a mobile phone out during the school day, then it will be confiscated and returned at the end of the day once parents have been informed. Their phone should then be handed in at the school office if it is brought to school again. Other sanction may also apply.

3. Children **not** in Year 5 and 6 - Mobile Phones must be handed into the school office before registration – they will then be securely locked in a drawer, with the key held by the school business manager. Mobile Phones will be returned to the pupil at the end of the day. If a child is found to have a mobile phone in school which has not been handed in, then it will be confiscated and returned at the end of the day once parents have been informed. Other sanctions may also apply

4. Mobile phones should not be taken on any school excursions; staff will take mobiles for emergency contact.

5. St. Bernard's Catholic School accepts no responsibility for pupils who lose or have their mobile phones stolen or damaged while travelling to and from school.

6. If a child is found to have a mobile phone in school which has not been handed in, then it will be confiscated and returned at the end of the day once parents have been informed.

7. If any pictures have been taken in school, then they will be deleted in the presence of the pupil/parent before the phone is returned.