



Mobile Phone Policy

PHONE AND DIGITAL TECHNOLOGY POLICY



Purpose

The increased ownership of mobile phones and other electronic devices such as MP3 players requires that Werneth School, students and parents take steps to ensure that mobile devices are used responsibly within the school environment to minimise disruption and encourage learning.

This Acceptable Use Policy has been formulated in consultation with staff and School Council to ensure that potential issues (such as mobile etiquette) can be clearly identified and addressed.

Werneth School has established the following Acceptable Use Policy for mobile phones and other mobile devices that provides teachers, students and parents with guidelines and instructions for the appropriate use of these during school hours.

In order for students to carry a mobile phone or other mobile device during school hours, students and their parents or carers must first read, understand and agree to the Acceptable Use Policy.

The Acceptable Use Policy for mobile phones/mobile devices also applies to staff/students during school excursions, camps and extra-curricular activities.

Rationale

Werneth School accepts that parents give their children mobile phones to protect them from everyday risks involving personal security and safety. It is acknowledged that providing a child with a mobile phone gives parents reassurance that they can speak with their child quickly at any time. Parents are requested not to phone their children during lesson times. Parents are reminded that in cases of emergency, the Year Inclusion Manager remains a vital and appropriate point of first contact and can ensure your child is reached quickly and assisted in any appropriate way.

Responsibility

Permission to have a mobile phone/mobile device at school while under the school's supervision is only granted under the strict adherence to the guidelines listed in this policy. It is up to parents/students/staff to ensure that these are understood and followed through.

Parents, students and staff must understand that Werneth School accepts no responsibility for replacing mobile devices that are lost, stolen or damaged whilst on the school premises or on school sponsored functions. Werneth School accepts no responsibility for students who lose or have their mobile phones stolen while travelling to and from school. It is the student's responsibility to take adequate precautions to safeguard their property at all times, in all situations at school.

It is strongly advised that students use passwords/pin numbers to ensure that unauthorised phone calls cannot be made on their phones (e.g. by other students or if stolen).

Werneth School strongly recommends that students mark all their mobile devices clearly with their names. In order to reduce the risk of theft during school hours. Students who carry mobile devices are advised to keep them well-concealed and not 'advertise' they have them. We recommend that all valuable items should be left at home or locked away in lockers as soon as they arrive at school and then removed at the end of the day.

Acceptable Uses

Students can use mobile devices in any common school areas in and around school at break times. Common school areas are defined as playgrounds, common rooms and corridors.

Students are not allowed to use their mobile devices in the classroom.

Students are solely responsible for the safety/security of their mobile devices whilst on the school premises or on a school sponsored event.

Unacceptable Uses

Mobile phones and devices should not be used to take photos in changing rooms, toilets or in any situation that may cause embarrassment or discomfort to their fellow students, staff or visitors to the school.

It should be noted that it is a criminal offence to use a mobile device to menace, harass or offend another person. As such, if action as sanctioned by the Headteacher is deemed ineffective, as with all such incidents, Werneth School may consider it appropriate to involve the police. Hence, students with mobile devices must not engage in personal attacks, harass another person, or post private information about another person using SMS messages, taking/sending photos or objectionable images, and phone calls.

Students using mobile devices to bully other students will face disciplinary actions as sanctioned by the Headteacher.

Any students caught using a mobile device to cheat in exams or assessments will face disciplinary actions as sanctioned by the Headteacher and reported to the relevant examining body.

Sanctions

Students who fail to comply with this policy may have any of the following consequences.

- Mobile devices will be confiscated when seen or heard within the lesson if permission for use is not sanctioned.
- Non-compliance will result in an instant C4. The mobile device will be kept until 3.30 on the day of confiscation.
- Continued offences over a period of time will result in SLT/Year Inclusion Manager confiscating the mobile device until parents can collect.
- Repeated infringements may result in forfeiture of the privilege for the student to bring a 'mobile device' into school.
- Infringements under computer misuse act may result in the matter being referred to the police. In such cases, the parent will be informed as a matter of urgency.
- At Werneth School, students must adhere to this policy. Non-compliance is not an option.