

## Mobile Phone Policy

### Rationale

- Mobile phones are part of modern society and the majority of pupils own a mobile phone. We understand that many pupils will carry a mobile phone in order to contact parents or carers before or after school.
- However, mobile phones can lead to several problems in school, for example bullying, disruption to lessons and inappropriate internet usage.
- As a school, we strongly encourage our pupils to talk to each other and develop friendship groups at break and lunchtime, as opposed to using their mobile phones.

### Purpose of the policy

- To ensure that staff, pupils and parents are fully conversant with the policy and understand the reasons for the policy.
- To support our behaviour management policy which aims for outstanding behaviour and safety of pupils across the school.
- To ensure that pupil welfare and safeguarding incidents associated with mobile phones are minimised.

### Rules

#### **For pupils in the Junior School (Reception to Year 6):**

- Pupils in Years 5 and 6 are allowed to bring mobile phones into school. However, they must be collected in by the class teacher at morning registration and returned at the end of the School day. These will be stored safely in the Junior School staffroom or be locked away.
- Any pupils in Late Stayers must ask for permission if they need to use their phone and must be supervised whilst doing so. Pupils are not permitted to use their phone whilst in school unless under the supervision of Junior School staff.
- In exceptional circumstances, and with permission from the Head of the Junior School, pupils in other groups may bring a phone into school but these must be handed to the class teacher. Other than in the above circumstances, no mobile phones are allowed in school.



## **For pupils in the Senior School (Years 7 to 10):**

1. Pupils must place their mobile phone into the Yondr pouch as instructed by the tutor at 08:35. The pouch must then be locked.
2. Any pupil who does not have their pouch must hand their phone in to reception before the end of tutor time.
3. If a mobile phone is seen during the School day it will be confiscated and parents will be informed and have to collect the device.
4. Although mobile phones can be used after 4.00pm, they should never be used in toilets, changing rooms or in the swimming pool area.
5. Confiscated phones will be taken to Reception by the member of staff where it will be kept safe.

## **For pupils in the Senior School (Year 11):**

6. Mobile phones must remain switched off during school hours (8.30am–4.00pm). This includes break and lunchtime. Pupils can keep their phone in their locker or in their blazer pocket.
7. Any pupil seen with their mobile phone during school hours will have their phone confiscated. Phones must not be seen or heard.
8. Within lessons, and with the *express* permission of the teacher, pupils may be allowed to use their phones for learning or research purposes.
9. Although mobile phones can be used after 4.00pm, they should never be used in toilets, changing rooms or in the swimming pool area.
10. Confiscated phones will be taken to Reception by the member of staff where it will be kept safe.
11. If a pupil has their phone confiscated for a second time, they will be required to use a Yondr pouch for the remainder of the year, being subject to the rules for Years 7-10. Tutors will supervise this.

## **For all pupils in the Senior School:**

12. For serious breaches of the mobile phone policy such as recording pupils or staff without permission, a more serious sanction is likely to be given.
13. If a pupil needs to contact home, they will be permitted to use their phone in the presence of a member of staff or they may use the School phone.
14. If parents need to contact their child, they should call Reception, who can arrange for a message to be passed on.
15. Mobile phone use on trips will vary depending on the nature of the visit. Clear guidelines around the use of mobile phones will be given before any visit or trip.

## **For students in the Sixth Form (Years 12 and 13):**

1. Within the Sixth Form area *only*, students may access their mobile phones.
2. When walking around the School, phones must be kept out of sight.
3. Within lessons, and with the *express* permission of the teacher, students may be allowed to use their phones for learning or research purposes.
4. Although mobile phones can be used after 4.00pm, they should never be used in toilets, changing rooms or in the swimming pool area.



5. If a student fails to observe these rules, their phone will be confiscated and taken to Reception by the member of staff confiscating the phone, where it will be kept safe.
6. Persistent violation of these rules will result in further restrictions being placed on a student's access to their phone.
7. For serious breaches of the mobile phone policy such as recording pupils or staff without permission, a more serious sanction is likely to be given.
8. Mobile phone use on trips will vary depending on the nature of the visit. Clear guidelines around the use of mobile phones will be given before any visit or trip.

The School is fully committed to ensuring that the application of this policy is non-discriminatory in line with the UK Equality Act (2010). Further details are available in the School's Equal Opportunity Policy document.

<b>Reviewed by:</b>	Mr Evans – Deputy Head (Pastoral)		
<b>Date of last review:</b>	Sept 2023	<b>Date of next review:</b>	April 2024

