



HOMELANDS PRIMARY SCHOOL

MOBILE PHONE POLICY

ADOPTED BY THE STAFFING COMMITTEE ON.....27.04.10.....

REVIEWED.....12.02.13.....

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RATIONALE

Personal Safety and Security

The growth of electronic media and an increasing variety of devices (webcams, mobile phones, laptops, PCs) place an additional risk on our children. This policy is designed to assist in managing the safe and responsible use of mobile phones by staff and pupils and involves parents as partners.

RESPONSIBILITY

It is the responsibility of staff and pupils to abide by the guidelines in this policy.

Staff:

- Mobile phones to be left on silent mode and not to be used during lessons times, whilst on playground duty and during meetings
- Like other electrical equipment from home, no mobiles to be plugged into the school mains
- Calls not to be taken/made in the staff room to ensure all staff have a relaxed lunchtime
- Whenever any emergency call is received, staff obviously must be able to take these calls and the class can be covered to arrange this
- The use of mobile phones on trips and activities will be determined by the Headteacher as part of the risk assessment

Pupils:

- No mobile phones and hand held devices permitted in school except in exceptional circumstances for health/safety reasons, with prior permission from the Headteacher. The Headteacher must be in receipt of a letter requesting such permission and all letters will be filed for reference
- Where permission has been given the mobile phone should be handed into the office at the start of the day, to be stored in the safe. Pupil to collect the phone at the end of the school day. Responsibility for ensuring this happens remains with the pupil.
- 'After school activities' and school trips – we do not permit pupils to bring mobile phones and handheld devices to these events, as they can be easily lost or stolen, which is often stressful to the child. Staff will take mobiles for emergency contact.
- For long stay trips, in unfamiliar surroundings, a school mobile will be taken by the member of staff leading the trip. Pupils will be issued the number for this mobile as an added safety measure.
- The school accepts no responsibility for pupils who lose or have their phones stolen whilst travelling to and from school
- The school reserves the right, under the Education Act 2011, to search devices in cases of cyber-bullying

EMERGENCIES:

- If a pupil needs to contact his/her parent/guardian they will be allowed to use the school phone
- If parents need to contact children urgently they should phone the school office (01803 328264) and a message will be relayed promptly

SANCTIONS:

- Failure to comply with this policy will result in temporary confiscation of the mobile. The mobile will be returned at the end of the school day to the pupil who remains responsible for collecting it. The confiscation and return of devices will be logged
- Dealing with inappropriate use of mobile phones – refer to E-Safety Policy

