



# Pupil Mobile Phone and Electronic Devices Policy

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**Staff Responsible:** Deputy Head

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**Approved by:** Senior Leadership Team

**Date:** April 2019

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**Last reviewed on:** Sept 2020

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**Next review due by:** Sept 2021

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## **Ripplevale School Mobile Phone Policy**

**‘Ripplevale School provides a caring, learning environment where our pupils make meaningful progress, relative to their individual starting points. Our aim is to encourage them to develop appropriate personal, social and employable skills enabling them to become confident, independent and aspiring young people.’**

### **Rationale**

Mobile phones and electronic devices are now a feature of modern society and most of our pupils own one. Increasing sophistication of mobile phone and electronic devices technology presents several issues for schools:

- The high value of many phones and devices
- The technology of mobile phones and electronic devices has developed such that they now have the facility to record sound, take photographs and video images. This new technology is open to abuse leading to the invasion of privacy. Taking of such images, without permission, contravenes the Data Protection Act of 1998.
- Being able to use the device to surf the internet using 3G/4G networks

The following guidelines are implemented to ensure our pupils and staff are safeguarded.

### **Pupils**

1. Pupils can bring their phones and electronic devices into school, although they must not be used for any purpose (e.g. phoning, texting, surfing the internet, listening to music, taking photos, taking videos) inside the school hours.
2. Phones and electronic devices must be handed in each morning to class teacher/tutor and then returned at the end of the day.
3. If a pupil breaches these rules or is seen using their mobile phone or electronic device at any time during the school day, the phone or device will be confiscated by the member of staff and handed to the Head of School. If a pupil refuses to hand over their phone or device, the pupil needs to report to the Head of Schools office to hand in their phone / device. The Head of School will hold the phone / device until the end of the school day. If the problem persists parents/careers will be asked to ensure the phone / device is not brought into school. Parents/careers may also be asked to attend a meeting at school
4. If there are repeat incidents, the pupil concerned will be banned from bringing their mobile phone or electronic device into school for an indefinite period.
5. In the case where a mobile phone or device is used to record sound, pictures or video images which are deemed to be an invasion of privacy the school will reserve the right apply an appropriate sanction which could include exclusion from school and, in extreme cases, permanent exclusion.
6. Should there be any suggestion of inappropriate material being stored on mobile phones or electronic devices the Head of School will request they are allowed to check this. If a pupil refuses, the Head of School will confiscate the phone / device and ask parents/careers to attend school so checks can be properly made.
7. Mobile phones and electronic devices are banned from use in public examinations, such as GCSE, and pupils are at risk of being disqualified should their device be misused or cause disruption.
8. The calculator facility of mobile phones cannot be used as part of any examination.

9. Pupils are not permitted to use their phone to listen to music. MP3 players which have no camera or 3/4G access are able to be used.

### **Emergencies**

If a pupil needs to contact his/her parents/guardians, they will be allowed to use a school phone.

If parents need to contact children urgently, they should phone the school office and a message will be relayed promptly.

### **Responsibility for mobile phones or electronic devices**

The school accepts no responsibility for theft, loss, damage or health effects (potential or actual) relating to mobile phones or other electronic equipment in the possession of pupils or confiscated by staff, and will not undertake any related investigation. It is the responsibility of parents and pupils to ensure mobile phones and other electronic equipment are properly insured.

## UPDATE SCHEDULE

<b>Version</b>	<b>Reviewed</b>	<b>Reason for update</b>
V2	April 2019	Transfer to new format & use of MP3 players
V3	Sep 2020	Pupil only