



James Peacock
Infant & Nursery School

Mobile Phone Policy

Ratified: July 2023

To be reviewed: Spring 2025

Signed:.....Head Teacher

Signed:.....Chair of Governors

Date:.....

This policy outlines the appropriate use of mobile phones on our school site. Where the policy refers to mobile phones **this also includes smart devices such as watches which can receive messages, calls, access the internet and take photos.**

Aims

- To inform all members of our school community about the appropriate use of mobile phones and smart devices (including smart watches) at our school.
- To outline the procedures and processes of this policy.

Guidelines

Staff

- During teaching time, while on playground duty and during meetings, mobile phones will be switched off or put on 'silent' or 'discreet' mode and kept in classroom cupboards or locked desk drawers.
- Except in urgent or exceptional situations, mobile phone use is not permitted during teaching time, while on playground duty and during meetings.
- In accordance with the Staff Code of Conduct, staff should not use personal devices for photography in school. Only School cameras or devices are to be used.

Pupils

- In general, pupils should not bring valuable items to school, as they can be easily lost or stolen, which is often stressful for a primary age child.

- Mobile phones may only be brought into school by pupils, with written permission from their parents and carers if there are specific reasons or circumstances.
- Parents and carers are reminded that in cases of emergency the school office remains a vital and appropriate point of contact and can ensure your child is reached quickly and assisted in any appropriate way. Your child does not need access to a mobile phone during the school day.
- If pupils, in exceptional circumstances, bring a mobile phone onto the school grounds during the school day, the phone should be handed into their class teacher, where it will be stored in a lockable cupboard. The phone can be retrieved at the end of the day.
- The phone is stored at the owners risk and school will accept no responsibility for replacing lost, stolen or damaged phones.
- Pupils will not be allowed to use mobile phones on school site at any time, including the drive.

Parents

- During sporting events or other special events such as Christmas plays, parents are asked not to take photos of any child other than their own and not to share photos on social media.

Sanctions

In line with our Behaviour Policy, students who fail to follow these guidelines, the following sanctions may be applied:

- Confiscation of the mobile phone or device (handed back to pupil or parent at the end of the day).
- Communication with parents/guardians regarding mobile phone or device use at school.
- In cases where a pupil consistently fails to follow these guidelines, they may be being banned from bringing a mobile phone onto the school grounds.

Inappropriate Use

Generally, a mobile phone will be used inappropriately if it:

- disrupts or is likely to disrupt the learning environment or interfere with the operation of the school; or
- threatens or is likely to threaten the safety or well-being of any person; or
- is in breach of any law.

Inappropriate use of mobile phones will include students SMS or text message, social media, photographic, video or other data transfer systems available on the phone.

This may include using technology to:

- bully, intimidate or otherwise harass other people
- sexually harass their peers
- share indecent images consensually and non-consensually (often via large chat groups)
- view and share pornography and other harmful content This type of misuse will be dealt with under the Behaviour Policy, E-Safety and Anti-Bullying Policy.

It should be noted that it is a criminal offence to use a mobile phone to menace, harass or offend another person. The school may consider it appropriate to involve the police.

Related Technology

The procedures applying to the inappropriate use and security of mobile phones, apply equally to the inappropriate use of portable computer games, ipods, tablets, smart watches and similar devices.

Exemptions

Exemptions of this policy can only be approved by the Head Teacher and then only in exceptional circumstances.

Date: July 2023

Ratified by: Governors of

James Peacock

Review date: July 2024