



MOBILE PHONE POLICY

BRAMHALL HIGH SCHOOL

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Most people use mobile phones/other electronic communication devices (ECD) in a wide variety of settings and for added security when out and about.

Here at Bramhall High, many of our students walk to school or travel significant distances by bus, meaning they may be travelling earlier or later than the majority of their peers. This is also the case for children attending before or after-school extra-curricular activities.

Keeping children safe is our top priority. This is echoed by our parents/carers, the vast majority of whom, feel students should be able to bring mobile phones to school for the purposes of ensuring safety.

Whilst mobile phones have their place, especially in encouraging safe and independent travel of children, they can cause difficulty in school. Therefore, as part of our wider safeguarding and positive behaviour measures, we do not allow ANY mobile phone use on the school site.

For the purposes of this policy, 'mobile device' refers to any mobile phone or ECD. We recognise this technology is here to stay and believe it is part of our role, as educators, to teach children to use devices wisely. We rely on the support of our parents/carers and the co-operation of our students to make our policy work.

The following conditions must be consistently and unconditionally followed. For those who fail to adhere to our expectations, sanctions will be put in place.

Students

- The mobile device will not be used, seen or heard in the school at any time. Mobile devices should be **switched off** and **kept out of sight** in students' bags (or lockers) throughout the school day.
- Students' mobile devices must not be used to make calls, send messages, surf the internet, access social media, take photos/recordings or to access any other application on school site, during school hours and during other educational activities.
- Students will only be allowed to use their mobile device in exceptional circumstances with the prior permission of the Headteacher.
- If families need to contact their children during the school day, they should do so through the school reception. Families should not communicate directly with children during the school day.
- Students should not call, text or email their families directly on their mobiles during the school day. If students need to contact their families during the school day, they should do so through their Head of Year.
- In the event of an emergency, a member of staff may grant exceptional permission for a student to use their mobile device to contact emergency services.
- Students are **not allowed to wear headphones/earphones** on school site (this includes the grounds in the immediate vicinity of school).
- Use of mobile devices or headphones/earphones in contravention of the above will result in confiscation by staff.
- Students must ensure the connection between their smart watches and mobile device is switched off during the school day. A student seen using their wearable device to send texts, make calls etc. during the school day will have the device confiscated.

Safety and security

- The school accepts no responsibility for replacing lost, stolen or damaged mobile devices; this includes mobile devices confiscated by staff. Students should mark any mobile device brought to the school clearly with their names.
- Students should protect their phone numbers and social media accounts by only giving details to friends and keeping a note of who they have given them to. This can help protect the student's number from falling into the wrong hands and guard against the receipt of unwanted contact.
- It is strongly advised that students use confidential passwords, pin codes or biometric ID systems to ensure that mobile devices cannot be used by others (e.g. by other students, or if stolen).
- Using mobile devices to bully and threaten other students, in or outside school, is unacceptable and will not be tolerated. Almost all calls, text messages, emails and social media messages can be traced. In some cases, misuse can constitute criminal behaviour and police may be informed.
- It is unacceptable to use a personal mobile device to record, photograph or film any student or any member of staff. In some cases, this can constitute criminal behaviour and police may be informed.
- Mobile devices must remain off and out of sight at all times, including in loosely supervised areas such as changing rooms or lavatories throughout the school day.
- Any student caught using a mobile phone to cheat in exams or assessments will face disciplinary action as sanctioned by the Headteacher. In public examinations such behaviour must be reported to the examination board and will usually result in disqualification from the examination.

Monitoring and consequences

- Where there is an infringement of this policy, the mobile device will be confiscated and taken to the HOY office, where it will be securely stored.
 - If it is the first occurrence, the student will be able to collect the mobile phone at the end of the school day.
 - If there are further infringements, families will be notified and the student will not be permitted to collect the phone without the presence of a parent/carer. The parent/carer will be able to collect the phone from the school reception after the end of the school day or at their earliest convenience.
- Refusal to comply with this policy will be considered as defiance and will be sanctioned as such. Please see the school's detailed Behaviour Policy for further information.

Members of staff

- Members of staff are permitted to bring their own mobile devices to work.
- Members of staff must not use their personal mobile devices during lessons, whilst on duty, or whilst otherwise engaged in the supervision of students, except in exceptional circumstances.
- Members of staff must not use personal mobile devices to photograph, film, or record students.
- The school provides school-issued devices to staff. These remain the property of the school and must be surrendered for inspection upon request.
- The school reserves the right to approve personal mobile device use by staff in certain circumstances.