

## Mobile Device Policy

**This policy is applicable to:** South Hunsley School

**Intended audience:** Employees, agency workers, self-employed workers and professional visitors

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| <b>Important:</b> This document can only be considered valid when viewed on the VLE. If this document has been printed or saved to another location, you must check that the version number on your copy matches that of the document online.<br><b>Name and Title of Author:</b> | Mitch Trainor<br>Deputy Headteacher   |
| <b>Name of Responsible Committee/Individual:</b>  | Local Governing Body  |
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| <b>Target Audience:</b>   | Employees, agency workers, self-employed workers and professional visitors. |
| <b>Reference Documents:</b>   |   |
| <b>For display:</b>   | School website  |
| <b>Version:</b>   | 2   |

# Mobile Device Policy

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## **1. Introduction**

South Hunsley School has established the following policy for mobile devices that provides teachers, students and parents with guidelines and instructions for the appropriate use of mobile devices in school.

The policy for mobile devices applies to students in years 7-11 and during extra-curricular activities.

## **2. Rationale**

As a school we are keen to embrace any technology that supports or enhances learning. Since launching our current policy in 2012 the school has promoted the effective use of ICT, laptops and tablets in and around school. We have an ongoing programme of maintenance and upgrading for all devices provided for use in school and will continue to ensure ICT is used to help students progress.

We are also increasingly aware of concerns regarding the impact mobile phones can have on student mental health and wellbeing. Research highlights the various risks to young people brought about by extensive use of mobile devices. The school would therefore like to protect students from these risks, helping to ensure they remain focused and engaged with their school work, as well as developing effective relationships with their peers and with school staff. With this in mind, the school currently considers that the distractions mobile devices can cause during lessons and other school activities outweigh the benefits.

For this reason the school has adopted a policy that prohibits the use of mobile phones and all similar communication technology. South Hunsley accept that parents may choose to give their children mobile devices to protect them from everyday risks involving personal security and safety. There is also some concern about children travelling alone on public transport or commuting long distances to school. For this reason our policy does not extend to students travelling to and from school.

## **3. Definition**

Mobile devices and handheld devices will be referred to as mobile devices and includes: mobile phones, audio/music devices, headphones, video devices, gaming devices, mobile computers, etc.

## **4. Responsibility**

It is the responsibility of students who bring mobile devices to school to ensure they are switched off and remain in their bag whilst they are on the school grounds, and to fully abide by the guidelines contained in this document.

The decision to provide a mobile device to children should be made by parents or carers and they should be aware if their child intends to take a mobile device to school.

## **5. Acceptable Use**

Before entering the school site, students must turn their mobile devices off and place them out of sight in their bag for the duration of the school day and should not turn them back on until they have left the school site. Students must not use their mobile device for any purpose including to make calls, listen to music, check the time, take or send pictures or access the internet during the school day.

In exceptional circumstances only, agreed by the school in advance, mobile devices may be left at the school office at the start of the day by parent request. For emergency reasons parents/carers are reminded that the first point of contact for your child in an emergency should be the school office, which can ensure your child is reached quickly and assisted appropriately.

Students who become ill during the day must not use their mobile phones to contact parents and carers; they should use the established procedure via their Heads of House.

## **6. Theft, damage or loss**

Mobile devices that are found in the school and whose owner cannot be located should be handed to the School office. The school accepts no responsibility for replacing lost, stolen or damaged mobile devices.

## **7. Sanctions**

The following sanctions will be used to support the school's policy on mobile devices and all incidences will be recorded centrally. Where a student has breached the policy:

- |                          |   |
|--------------------------|---|
| 1st incident             | Mobile devices will be confiscated and returned at the end of that day to the student.      |
| 2nd incident             | Mobile devices will be confiscated and returned only to an adult named on the school system |
| 3rd incident             | As above, along with a 60 minute after school detention                                     |
| 4 <sup>th</sup> incident | As above but with a days reflection in school remove  |