



## Platt C.E Primary School

### **Mobile Device (Acceptable Use) Policy**

The widespread ownership of mobile phones among young people requires that school administrators, teachers, pupils and parents take steps to ensure that mobile phones are used responsibly at schools. No other mobile devices should be brought into school except in exceptional circumstances and with the prior agreement of the class teacher. This Acceptable Use Policy is designed to ensure that potential issues involving mobile phones can be clearly identified and addressed, ensuring the benefits that mobile phones provide (such as increased safety) can continue to be enjoyed by our students.

Platt CE Primary School has established the following Acceptable Use Policy for mobile phones that provides teachers, pupils and parents guidelines and instructions for the appropriate use of mobile phones during school hours.

Pupils, and their parents or carers, must read and understand the Acceptable Use Policy and return a signed Mobile Phone Agreement before pupils are given permission to bring mobile phones to school.

Mobile phones are not needed on any school trips and, therefore, children will not be allowed to take mobile phones with them.

#### **Rationale**

##### **Personal Safety and Security**

Platt CE Primary School accepts that parents give their children mobile phones to protect them from everyday risks involving personal security and safety. There is also increasing concern about children walking to school alone or travelling on public transport. It is acknowledged that providing a child with a mobile phone gives parents reassurance that they can contact their child if they need to speak to them urgently.

##### **Responsibility**

It is the responsibility of pupils who bring mobile phones to school to abide by the guidelines outlined in this document.

- The decision to provide a mobile phone to their children should be made by parents or carers.
- Parents/carers should be aware if their child takes a mobile phone to school.
- The Headteacher reserves the right to view the content of any child's mobile phone at any time in respect to issues regarding the safeguarding of children.
- This policy should be read in conjunction with Department for Education Use of Reasonable Force Advice for Headteachers, Staff and Governing Bodies (July 2013) and in conjunction with the school's other Acceptable Use policies, and Searching, Screening and Confiscation Policy

### **Acceptable Uses**

- Mobile phones should be switched off as children arrive on school premises. Once in school, they should be handed in to the school office at the start of the school day. They should be collected before leaving the building at the end of the day and only switched on when leaving school premises. Parents are reminded that in cases of emergency during the school day, the school office remains the appropriate point of contact and can ensure your child is reached quickly and assisted in any appropriate way.
- Pupils should protect their phone numbers by only giving them 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 insulting, threatening or unpleasant voice, text and picture messages.
- Pupils are advised not to use their mobile phones as they walk to school, unless there is an emergency, as there have been traffic incidents involving pupils who are texting or talking on their phone and not paying full attention to their road use.

### **Unacceptable Uses**

- Mobile phones should not be used to make calls, send SMS or MMS messages, surf the internet, take photos or use any other application on school premises.
- Using mobile phones to bully and threaten other pupils is unacceptable and will not be tolerated. In some cases it can constitute criminal behaviour.
- It is forbidden for pupils to "gang up" on another pupil and use their mobile phones to take videos and pictures of acts to denigrate and humiliate that pupil and then send the picture(s) to other pupils or upload it/them to a website for public viewing. This also includes using mobile phones to photograph or film any pupil without their consent. It is a criminal offence to use a mobile phone to menace, harass or offend another person and almost all calls, text messages and emails can be traced.
- Mobile phones are not to be used in any situation that may cause embarrassment or discomfort to their fellow pupils, staff or visitors to the school.

### **Theft or Damage**

- Pupils must mark their mobile phone clearly with their names.
- Pupils who bring a mobile phone to school should NEVER leave it in their coat/bag when they arrive. To reduce the risk of theft during school hours, all mobile phones will be kept by the school office.
- The school accepts no responsibility for replacing lost, stolen or damaged mobile phones.
- The school accepts no responsibility for pupils who lose or have their mobile phones stolen while travelling to and from school.

### **Sanctions**

- Pupils found with a mobile phone in their possession during school hours will have the phone confiscated and taken to the school office. Their parents may be informed and appropriate arrangements would then be made for the parents to collect the mobile phone.

Repeated infringements may result in the withdrawal of the agreement to allow the student to bring the mobile phone to school.

# Platt CE Primary School

## Acceptable Use of Mobile Phones Agreement

### Parent/Carer Permission

I have read and understood the above information about appropriate use of mobile phones at school and I understand that this form will be kept on file at the school and that the details may be used (and shared with a third party, if necessary) to assist identifying a phone should the need arise (e.g. if lost, or if the phone is being used inappropriately).

I give my child permission to carry a mobile phone to school and understand that my child will be responsible for ensuring that the mobile phone is used appropriately as outlined in this document.

Parent/Carer Name (Print): .....

Parent/Carer Signature: .....

### Pupil Agreement

I have read and understood the above information about appropriate use of mobile phones at school.

I understand that I will be responsible for ensuring that the mobile phone is used appropriately as outlined in this document.

I understand that this form will be kept on file at the school and that the details may be used (and shared with a third party, if necessary) to assist in identifying a phone should the need arise (e.g. if lost, or if the phone is being used inappropriately).

Pupil Name (Print): .....

Pupil Signature: .....

Mobile Phone Number: .....

Date: .....