

St Michael's Primary School



Mobile Phone Policy

Written: August 2019

Review date: August 2020

Aim

To clarify the acceptable use of mobile phones at St Michael's Primary School.

Procedure

"Under normal circumstances, pupils should not bring mobile phones to school and the use of mobile phones which involves bullying, the invasion of privacy or disruption to the work of the school is considered unacceptable."

(North Lanarkshire Council: General Circular 024-07)

Therefore, the following procedures should be followed at St Michael's Primary School:

- **Mobile Free Zone** - All areas of the school should be considered mobile free zones. This is for the safety of all pupils and to ensure learning and teaching is not disrupted.
- **Mobile Free Time** - At no time, should a pupil have access to a mobile phone. All mobile phones should be handed into the school office or class teachers, by 9am and these can be collected at 3pm.
- Mobile phones should be put into school bags prior to entering the school yard.
- The whole school playground should remain mobile phone free including those belonging to parents for the protection of all of the children.
- Staff phones can be used for taking photographs for the purposes of keeping evidence. All photos must be deleted from staff phones prior to staff leaving at the end of the school day after the photos have been used on twitter or the school website.

Anyone not following these procedures will have their mobile phones taken from them and returned at the end of the day. In the case of a pupil, parents will be notified.

At St Michael's Primary School, we recognise that in some situations, some children may need access to a mobile phone travelling to and from school. Any parent wishing to contact their child during the school can do so by telephoning the school.

Disclaimer

St Michael's Primary School will not be responsible for the loss or damage of a mobile phone brought to school by a child.