

Errol Primary School
<i>Mobile phone policy</i>

Part A – Rationale

Mobile phones are a part of everyday life for many people including school pupils. Many mobile phones are capable of a number of functions including taking photographs, video and audio recording. Whilst mobile phones offer an opportunity for additional pupil security, particularly on the journey to and from school, they can also be a distraction from learning. This policy aims to protect pupils from misuse of mobile phones in school and prevent the interruption of lessons and learning.

Part B – Policy Principles

The Key Principles upon which this policy statement is based are as follows:

- Promoting safety and well-being;
- Keeping individuals safe and protected;
- Improving learning and achievement;
- Raising standards of performance and achievement;
- Developing active and responsible citizens;
- Developing caring and confident communities.

Part C – Policy Outcomes

- Pupils may bring mobile phones to school.
- Pupils must turn mobile phones off on entering school grounds and keep them switched off during the school day.
- In school pupils must keep mobile phones out of sight e.g. in their school bag, and not handle them.
- During the school day the use of mobile phones by pupils for telephoning, texting, photographing, video recording, audio recording, gaming and any other function is forbidden.
- Pupils must never use mobile phones to bully or intimidate other pupils or staff in any way; if this occurs parents and the police may be contacted.
- Mobile phones may be confiscated and data in breach of this policy deleted at staff discretion. When a mobile phone is confiscated or data deleted the member of staff must record the name of the pupil, the date and time of confiscation or deletion, the reason for confiscation or deletion and the type of mobile phone. The member of staff must then keep the mobile phone secure and must return it to the pupil before the pupil leaves for home either at the end of the day or during the day if the pupil is going home before the end of the day, such as a home lunch.
- Mobile phones may be used as part of information and communication technology education where planned by a teacher and under the control of school staff.

Part D - Responsibilities

- Pupils and parents are responsible for the security of their mobile phones; the school will not take any responsibility for loss, damage or theft in any circumstances.
- Pupils and parents are responsible for ensuring they abide by this policy.
- School staff are responsible for implementing this policy.