

Sandwick Junior High School

Mobile Phone Policy



Responsibility of all:

- Pupils are responsible for the safekeeping of all personal equipment brought into school.
- Primary pupils who take a mobile phone to school will be asked to put their mobile phone in a tray where it will be stored safely and returned to the pupil at the end of the school day. Pupils will not get access to their phone at any point during the school day.
- Phones must be switched off during classes, between period changes and if you are leaving a class with teacher's permission.
- Phones must be kept in your school bag during class.
- Phones are only allowed to be used in class under teacher instruction.
- If a teacher permits use of headphones in class the volume should be set in a way that causes no distraction to others and teacher instructions can still be heard.
- Phone chargers are not permitted in school in line with SIC health and safety advice.
- It is strongly advised that learners use passwords/pin numbers to ensure that unauthorised phone calls cannot be made on their phones.
- Learners, on their own or as part of a wider group, must not use a mobile phone to engage in personal attacks, harass other persons, post private information about other persons, take/send/upload or share photos or objectionable images, or make threatening phone calls. This also includes using mobile phones to photograph or film anyone without their consent. Learners using mobile phones irresponsibly against other learners will face disciplinary action.
[It should be noted that it is a criminal offence to use a mobile phone to menace, harass or offend another person. The school may consider it appropriate to involve the police.]
- Use of phone to access inappropriate content can be dealt with under stage 6/7, exceptional circumstances.
- Any learner found using a mobile phone in exams or assessments will face disciplinary action including having their assessment invalidated.
- All staff will model good practice at all times.