



# Mobile Phone Policy

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## **Glossary**

AP	Assistant Principal
CP	Co-Principal
HOY	Head of Year
ES	External Suspension
IS	Internal Suspension
ISE	In-School Exclusion
SLT	Senior Leadership Team
VP	Vice Principal

## 1. Ethos Statement

At Sir Christopher Hatton Academy everyone has the right to be treated with respect and to learn in a safe and orderly environment.

## 2. Background and purpose

At Sir Christopher Hatton Academy (SCHA) we promote honesty, understanding and respect in our students through positive role models (staff), high expectations and high quality, consistent teaching and learning. This is reflected in and further consolidated by our five core Academy values: **Excellence**, **Aspiration**, **Achievement**, **Inspiration** and **Community**.

At Sir Christopher Hatton Academy we recognise that mobile phones, including smart phones, are an important part of everyday life for our pupils, parents and staff, as well as the wider school community. Our policy aims to: Promote, and set an example for, safe and responsible phone use, set clear guidelines for the use of mobile phones for pupils, staff, parents and volunteers. Support the school's other policies, especially those related to child protection and behaviour

This policy also aims to address some of the challenges posed by mobile phones in school, such as: Safeguarding risks, Risks to child protection, Data protection issues, potential for lesson disruption, risk of theft, loss, or damage and appropriate use of technology in the classroom.

Things that have happened in UK schools and why we need to ensure all our pupils and adults are safe.

- Use of mobile devices for up-skirting and obtaining imagery of genitals
- Pornography and violent content accessed by children's own internet connectivity whilst in school
- Gang culture, knives, extremism content accessed by children's own internet connectivity
- Inappropriate and violent games accessed and played
- Inappropriate and 'dangerous' material stored on personal devices by family members, then accessed without internet connectivity in school
- Pupils contacting family members/ birth family against parental permission
- Pupils taking pictures and videos of staff, creating memes and using VI to distort images, meaning and publishing online, leading to suspension and disciplinary action
- Using images taken of other pupils for bullying and humiliation on social media ➤ Sharing of personal data on social media inappropriately

## 3. Students use of mobile phones and electronic devices

Pupils in all years will be allowed to bring mobile phones and electronic devices onto school site but for students in years 7-11 these will be banned from use both indoors or outdoors. All mobile devices must be switched off and placed in the pupils' bag before they enter the academy site and students are not permitted to use the electronic device until **they leave the Academy site at the end of the school day**. We appreciate that students in our VI form often require mobile devices for private study, therefore students in years 12 and 13 will be allowed to use mobile devices in designated areas of the academy site.

### Use of Smart watches

Students' use of smart watches is understood, as they have become a preferred and widely used device. However, to maintain a focused and secure learning environment, smart watches must not be used on the school site for sending or receiving messages, nor for accessing social media or the internet. The Academy will review the use of smart watches in line with government recommendations.

## **Exemptions**

The Academy recognises that some students may have a diagnosed medical condition which requires the use of a monitoring application linked to a mobile device (for example, continuous glucose monitoring for diabetes).

In these cases:

- Use of a mobile device must be supported by medical evidence and agreed in advance with the Academy.
- The device must be used solely for medical monitoring purposes.
- Notifications should be set to essential medical alerts only.
- Students must not use the device for messaging, social media, internet access, photography, or any non-medical purpose during the school day.
- Staff may ask students to show that the device is being used appropriately in line with the agreed medical support plan.

## **Procedure**

If a child is seen using their mobile phone/electronic device or the mobile phone/electronic device is found to be in their possession and not stored in their school bag whilst on the Academy site it will be confiscated. This simply means that a mobile phone will be confiscated if it is seen on the Academy's grounds or is not stored in the pupil's bag.

Mobile phones that are seen or heard will be confiscated and a student will receive a 40-minute reflection the phone will be stored in a secure place in student reception and can only be collected by a student at the end of the Academy Day. If a student is seen with a mobile phone at the end of the school day whilst on the academy premises, they will receive a 40-minute reflection for the following day.

If a student repeatedly has their mobile phone confiscated the device may be kept until parents/carers make an appointment for it to be collected.

The member of staff who confiscates the mobile phone will store the phone the phone securely and then takes it to student reception. If the staff member is unable to store the phone securely, they may contact the member of staff who is on call who will take the phone to student reception.

This restriction is in place at all times while students are on the premises of the Academy; this includes when students arrive and leave at the end of the day. It is also in place after enrichment clubs and after school reflection have finished. Phones should be turned off (not just put on silence) and put away before students enter the Academy gates and not turned on again until they have left the site. Staff supervising the gate at the start of the academy day will remind students to place phones in bags as they enter the grounds of the Academy.

We recognise that some parents/carers, in the interests of their child's personal safety, may wish their child to have their mobile phone with them for their journey to and from the Academy but must stress the importance of parents/carers clearly communicating that this must be turned off at all times on whilst on the Academy site.

Students will be able to contact staff on duty/staff running clubs if there is an emergency and they require to speak with their parent/carer although we do not envisage this to be necessary. Whether or not a situation is an emergency can only be determined by a member of staff.

We will ensure that any important messages are relayed to your child through the day if you leave a message at reception. However, please be aware that this facility should only be used for emergencies.

Students who refuse to hand a phone over to a member of staff will be placed in Reset for the rest of the day. In these instances, parents will be contacted by the relevant Head of Year. Refusal to go into Reset may result in a Suspension.

\*Please note that if a member of staff does not physically see the phone, then this can still be confiscated if they are sure the student has been using it i.e., text has been sent to parents, students are listening to music on their phone.