

# REAY PRIMARY SCHOOL



Reay school policies support our aims

- *offer a breadth of experiences to all children inside and outside school*
- *reach the highest standards across the curriculum*
- *build self esteem*
- *develop social and emotional intelligence*
- *demonstrate a quality of leadership which embodies inclusion and respect*

## Mobile Phone Policy

### 1 Introduction

1.1 We are aware that many primary age children own a mobile phone and we understand the widespread growth in modern electronic communication. However, we are an institution that is primarily focused on learning, and the safety and well-being of our pupils is paramount. Consequently, we do not allow children to use mobile phones while they are at school and (unless authorised by the headteacher) we do not allow children to bring mobile phones into school.

1.2 We are aware that adults use mobile phones daily for communication and internet access, however staff must not use their phone whilst working with the children or on playground duty as this raises potential safeguarding issues. Staff must only use their mobile phone on school premises whilst in the Staffroom.

### 2 Aims and objectives

The aims of this policy is to explain:

- how the school staff will manage the issue of mobile phones in school with pupils and staff;
- the rationale for this approach;
- what parents and carers should do if they would like their child to have access to a mobile phone;
- what the school staff will consider as exceptions to the normal regulations.

### 3 Policy for children

3.1 The school policy is that children should not bring mobile phones or any form of electronic communication devices to school except in mitigating circumstances. If a parent has asked specifically for their child to be allowed a mobile phone as they are walking home alone (or a similar situation) then the child will give the phone to the staff in the school office who will keep it in a safe place until the end of the school day. The parent must confirm this request in writing.

3.2 If a child is found in possession of a mobile phone (not in the above circumstances) it will be confiscated by a member of staff for the remainder of the school day. The member of staff will keep the mobile phone in a safe place until the end of the school day when it will be returned to the child. If this happens more than once the mobile will be returned to the parent or carer so that the school can explain why mobile phones are not permitted.

- 3.3 The school does not allow children to use mobile phones in school (unless in the above circumstance) because:
- there are some concerns about the health risks connected to the frequent use of mobile phones;
  - their use in school may distract pupils away from their work;
  - mobile phones may be misused (for example, cyber bullying, viewing the Internet inappropriately and sending or receiving inappropriate images of members of the school community);
  - staff time could be taken up investigating lost or even stolen mobile phones.
- 3.4 The school will accept no responsibility for phones lost or damaged if they are brought to school and not given to the office staff.

#### 4. Policy for staff

4.1 Staff may be in possession of a mobile phone but it must be switched off (or left on silent) at all times when the adult is working with children. Mobile phones are not to be used in classrooms or school grounds when there are children present.

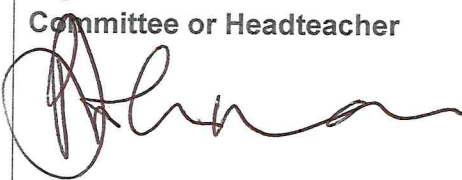
4.2 Staff should not make or receive calls or text messages during the working school day. Mobile phones can be used in the staffroom for private calls.

**Mobile phones should not be used for calling, sending or receiving texts in the classroom or when on playground duty. It is essential staff remain vigilant at all times.**

#### 5. Monitoring and review

5.1. The headteacher and other senior staff will monitor the implementation of the mobile phone policy. The headteacher will keep a record of all incidents involving mobile phones and will report to governors so that this policy can be reviewed as appropriate. Technology is developing so fast that, in future, the school may wish to explore how smart phones may be very helpful to assist learning. At this time the school may wish to review this policy. However, at the moment the school believes the risks outweigh the benefits of pupils bringing mobile phones to school

5.2. This policy will be reviewed by the Headteacher and Pupil Welfare Committee every three years or sooner if necessary. Any changes and/or amendments will be reported to the full Governing Body.

<p><b>Date agreed by Pupil Welfare Committee/Headteacher</b></p> <p>27<sup>th</sup> September 2017</p>	<p><b>Signature of Chair / Vice Chair of Committee or Headteacher</b></p> 
<p><b>Date agreed for review</b></p> <p>Spring 2020</p>	<p><b>Responsibility for Review</b></p> <p>Annual/<del>Bi-annual</del>/3-year-cycle</p>
<p><b>Responsibility for review:</b></p> <p>Pupil Welfare Committee/Headteacher</p>	