

ST. CHRISTOPHER'S CE HIGH SCHOOL

MOBILE PHONE POLICY AND PROTOCOL (MAIN SCHOOL)

Mission Statement

St Christopher's is a Church of England Academy where pupils and staff work together, in the knowledge and love of God. We try to act out our faith in daily life, with Christ as our example. Within our strong Christian, Anglican context, we seek to promote the spiritual, moral, cultural, intellectual and physical development of our pupils, growing together as a caring and supportive community whilst preparing them for the opportunities, responsibilities and experiences of their adult lives.

This policy applies to mobile phones and all other personal IT devices, e.g. iPod, MP3 player, Smart Watches, referred to hereafter as 'phones'.

Rationale

Mobile phones are now a feature of modern society and most of our pupils own one. Increasing sophistication of mobile phone and information technology presents a number of issues for schools:

- The high value of many phones
- The integration of cameras into phones leading to potential child protection and data protection issues.
- The potential to use the phone whilst on silent mode e.g. for texting.

We have decided therefore to prohibit phones during the school day. It is our policy to allow pupils to have a mobile phone with them in school under the conditions outlined below.

Protocol

Pupils and Students who wish to bring a mobile phone to school must abide by the following protocol:

- Pupils are allowed to bring phones to school.
- However pupils are not allowed to use phones in the school grounds during the school day.
- Sixth form students are allowed to use phones for personal use (i.e. with headphones for music) in the Sixth Form Building only.
- Phones must not be seen or used inside the main school buildings during the school day.
- Phones must be switched off, not just on silent mode, and stored in pupils' school bags.
- If a phone is seen or heard inside the building, it will be confiscated until the end of that school day without question.
- Parents will be contacted and arrangements will be made for them to collect the phone.
- Phones must not be taken into public examination rooms.
- **Phones should never be used to set up access, show or pass on inappropriate, indecent or hurtful websites, web pages, messages or images on school premises. If a pupil breaks this rule, the school's Code of Conduct will be followed, parents will be contacted and sanctions will be put in place.**
- **Senior staff may search the contents of a mobile phone where a breach of school rules is suspected.**
- **Where cyber-bullying impacts on St. Christopher's pupils or the reputation of the school is affected, even if this occurs out of school, pupils (and students) may face sanctions.**
- The Headteacher's decision on all matters of mobile phone protocol is final.

Emergencies

- If a pupil falls ill during the school day or is involved in an accident in school, (s)he must report to pupil reception so that school can contact parents/guardians.
- If a pupil needs to contact his/her parents/guardians, (s)he will be allowed to use a school phone (following permission from Heads of Year or SMT).
- If parents need to contact children urgently, they should phone pupil reception and a message will be relayed promptly.

Responsibility for mobile phones:

School accepts no responsibility for theft, loss, damage or health effects (potential or actual) relating to mobile phones. It is the responsibility of parents and pupils to ensure mobile phones are properly insured.

This policy should be read in conjunction with the school’s other policies, in particular the Behaviour Policy.

Policy 46

ST. CHRISTOPHER’S CE HIGH SCHOOL

MOBILE PHONE PROTOCOL (MAIN SCHOOL)

This protocol applies to mobile phones and all other personal IT devices, e.g. iPod, MP3 Player, Smart Watches, referred to hereafter as ‘phones’.

It should be used in conjunction with our Mobile Phone Policy (available on our School website).

Name:..... **Form:**.....

Mobile Phone Number:

Pupils who wish to bring a mobile phone to school must abide by the following protocol:

- Pupils are allowed to bring phones to school.
- However pupils are not allowed to use phones in the school grounds during the school day.
- Sixth Form students are allowed to use phones for personal use in the Sixth Form Building only.
- Phones must not be seen or used inside the main school buildings during the school day.
- Phones must be switched off, not just on silent mode, and stored in pupils’ school bags.
- If a phone is seen or heard inside the building, it will be confiscated until the end of that school day without question.
- Parents will be contacted and arrangements will be made for them to collect the phone.
- Phones must not be taken into public examination rooms.
- **Phones should never be used to set up access, show or pass on inappropriate, indecent or hurtful websites, web pages, messages or images on school premises. If a pupil breaks this rule, the school’s Code of Conduct will be followed, parents will be contacted and sanctions will be put in place.**
- **Where cyber-bullying impacts on St. Christopher’s pupils or the reputation of the school is affected, even if this occurs out of school, pupils (and students) may face sanctions.**
- If pupils fall ill during the school day or are involved in an accident or incident, they should report to pupil reception so that staff can contact parents/guardians.
- The Headteacher’s decision on all matters of mobile phone protocol is final.

I have read the information above and agree to obey the protocol.

I also understand that the School takes no responsibility for any phone lost or stolen on the school site.

Signed: (Pupil) **Date:**

Signed: (Parent) **Date:**

Parents of pupils who have phones with Internet access should ensure that their child is using this resource in an appropriate way.