



Mobile Phone Policy

Publication date: January 2022

Next review due: January 2023

Review by: Mr S Quinn

Mobile Phones Policy revised 15/11/21

At RHS we are keen to support students with their learning whilst protecting their wellbeing. As a school we are aware of the advantages and disadvantages of mobile phone use. To create a fully representative mobile phone policy we asked staff, students and parents to give us their views on our current mobile phone policy and the process of going forward.

The educational benefits of mobile phones.

This policy should allow teachers and students to make use of the capacity of mobile technology, including mobile phones, to enhance learning. Smart phones are useful for researching and recording learning giving access to a far wider range of resources than would be provided by a text book and enabling practical work to be capture and analysed.

We are aware of the need for many students to carry mobile phones for reasons of personal safety and practicality while travelling to and from school. We are also conscious of the possible dangers and problems that can arise from the use of mobile phones in school such as:

- bullying
- possession or transmission of inappropriate/unlawful images
- filming of individuals without their permission
- distraction in the classroom and in social areas
- accessing inappropriate websites on the internet.
- Peer on Peer abuse

Students will be educated on these disadvantages during PSHE, ICT and form time lessons and appropriate use of mobile phones.

We value face to face conversation. We want students to be free to enjoy each others' company, to play games and to pursue a broad range of interests and activities while they are in school. For the reasons mentioned above, the use of phones by students is restricted during the school day.

The purpose of recording work using digital imagery is to record progress and develop skills (including self-evaluation and reflection). Students may take images of other students in the group provided they have the consent of all group members and the image is part of a record of their learning. Photographs and videos may be uploaded to Frog and shared internally within the school but may not be externally published or placed on external sites such as YouTube, Facebook etc. without the consent of all those involved, including the teacher.

Year 7 introduction to School

The school aims for Year 7 not to use their mobile phones in school for the first half-term. This is to allow students to socialise and connect with their peers and teachers. At times students in Year 7 may have to use their mobile phones for educational purposes if there is no alternative provision.

For the rest of the academic year and for the other Year groups mobile phone use is acceptable in the lesson with the explicit permission of the class teacher and for educational purposes.

Mobile phone behaviour policy.

During social times.

All mobile phones must be out of sight and switched off during the school day apart from during social times (break and lunchtime), when students can use mobile phones in their form room. If a student uses their phone outside of their form room, then the student will be issued with a behaviour point in accordance with the school's behaviour policy.

Sixth form students can also use their mobile phone in the common room and Year 12 study room.

During lesson time.

Students may only use their mobile phones for educational purposes during lesson time if explicit permission has been given by the classroom teacher. If a student uses their phone without explicit permission from the classroom teacher the student will be issued with a behaviour point in accordance with the school's behaviour policy.

If the student continues to use their phone without permission then staff should contact a member of the Senior Leadership Team who will confiscate the phone from the student and take it to reception. The student will then be able to collect their phone at the end of the day.

If the student's behaviour with their phone is not acceptable in a number of lessons or over a number of days in a week, then the student will have to hand in the phone at reception for a whole week.

Behaviour point process

The member of staff who has recorded the student with the mobile phone should record the behaviour on SIMS and write in the description box the reason as mobile phone.

The behaviour points will then follow the accumulation of the behaviour points in the school's behaviour policy.

Protecting students' wellbeing

Students must connect to the school wireless network whilst on school premises. The wireless network will allow the students to connect to the wireless network using their username and password. The internet will be filtered meaning mobile applications and websites classed as unsafe will not be accessible to the students.

They will not be able to access other parts of the school network, such as the department shared area. Students are expected to behave responsibly and to consider their own safety when online. Students who act irresponsibly or without consideration for others online will not be allowed to use their phones in school and be reported to the Designated Safeguarding Lead. The length of the ban will depend on the gravity of the behaviour.

Education of acceptable mobile phone use will be given to students during form time, assembly, PSHE and ICT lessons.

Cover lesson

Where possible mobiles phones should not be used in a cover lesson. If students need access to IT and electronic documents then the class should use a computer room. If there is an educational requirement for internet use and a computer room is not available students may use their mobile phones for educational purposes if the cover lesson teacher/supervisor has given explicit permission.

Mobile phone responsibility

The school will not take responsibility for mobile phones that are stolen or disappear on school premises. In emergencies, parents and students can contact each other through the school office. It is essential that all emergency information be routed through the school office, so that relevant staff will be aware of any potentially important information.

Please Note

- Students are expected to treat other members of the school community with care and respect at all times. This includes when using digital technology.
- Parents need to be aware that some insurance companies may not cover loss or damage to mobile phones in schools.
- Mobile phones must not be used to contact parents if the student feels unwell. Students should go to Reception, where a member of the office staff will contact parents if necessary.
- Mobile phones are not allowed in examination rooms. Any student found in possession of a mobile phone in an examination room will be disqualified from that examination and may be barred from sitting future examinations.