

Mobile Phones Policy revised 7/1/18

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. From those conversations we identified four possible options that staff, students and parents to indicate their preferred option.

The 4 possible options were:

1. Complete ban during the school day
2. Stick with current situation – use at social times
3. Allow phone use for 4 days a week and have 1-day phone free, for example Friday
4. Allow phones from Year 10 and upwards

The majority of staff, students and parents chose option 2. Namely, Stick with the current situation – use at social times.

What is clear from the review is that staff, students and parents want a stricter, more consistent approach towards the policy. As a result, students should be issued with a **pink slip and the phone confiscated** when the phone is used outside the form room at social times.

Teachers are allowed to give permission for students to use the mobile phone in class but only when explicit permission from the teacher has been given. If a student uses the phone without permission the student should be issued with a pink slip and the phone confiscated.

Mobile phone behaviour policy.

All mobile phones should 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. Students can also use their mobile phones for educational purposes with explicit permission from the classroom teacher during lesson time.

Sixth form students can only use their mobile phone in the common room during social times (break and lunchtime).

During social times.

Students may only use their mobile phones for educational purposes during break and lunch time in their form room. If a student uses their phone outside of their form room then the student will be issued with a pink slip and the phone should be confiscated by that member of staff.

During lesson time.

Students may only use their mobile phones for educational purposes during lesson time if expected 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 pink slip and the phone should be confiscated by that member of staff and handed into the school office.

Pink slip process

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

The pink slip will then follow the accumulation of the pink slips in the school's behaviour policy.

Confiscating the mobile phone

The member of staff should tell the student the reason they are confiscating the mobile phone (non-compliance with the mobile phone policy) and then ask the student to turn off the mobile phone and hand over the phone to them. The member of staff will hand the mobile phone to the school office for the student to collect at the end of the school day.

If a student refuses to hand over the phone.

The staff member should take a note of the students name and email the E-Learning Leader who will contact the parents of the student and an hours detention after school will be given by E-Learning Leader.

Recording confiscations and consequences for persistent confiscations.

A record will be kept of all confiscations.

On each confiscation including the first confiscation the phone will be handed to the school office and a pink slip issued by the teacher.

On the second confiscation the E-learning leader will send a letter to the parent to inform them of the two mobile phone confiscations.

On the third confiscation the E-learning leader will meet the parents of the student to explain how their mobile phone use is not appropriate and inform them of how their mobile phone use should change during school time.

On the fourth confiscation the parents will be informed that they will need to collect the mobile phone from school and the student will be banned from bringing the phone into school until given permission to do so from the E-Learning Leader.

Further confiscations will result in the parents needing to collect the mobile phone on each confiscation.

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.

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.

Students will be able to connect to the internet via school's wireless network. They will not be able to access other parts of the school network. 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.

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.