

Rhiwbeina Primary School

Mobile Phone Policy for Pupils

1. Purpose

- The widespread ownership of mobile phones among young people requires that school administrators, teachers, pupils and parents take steps to ensure that mobile phones are used responsibly
- This Acceptable Use Policy is designed to ensure that potential issues involving mobile phones can be clearly identified and addressed.
- Rhiwbeina Primary School has established the following Acceptable Use Policy for mobile phones that provides teachers, pupils and parents with guidelines and instructions for the appropriate use of mobile phones during school hours.
- Pupils and their parents must read and understand the Acceptable Use Policy as a condition upon which permission is given to bring mobile phones to school.

2. Rationale

- The school accepts and recognises that personal communication through mobile technologies is an accepted part of everyday life but that such technologies need to be used appropriately and considerately.
- The school accepts that parents/carers give their children mobile phones to support personal safety and security. It is acknowledged that providing a child with a mobile phone gives parents reassurance that they can contact their child if they need to speak to them urgently, when journeying to and from school.

3. Responsibility

- It is the responsibility of pupils who bring mobile phones to school to abide by the guidelines outlined in this document.
- The decision to provide a mobile phone to their children should be made by parents. It is incumbent upon parents to understand the capabilities of the phone and the potential use/mis-use of those capabilities.
- Parents should be aware if their child brings a mobile phone to school it is assumed household insurance will provide the required cover in the event of loss or damage. **The school cannot accept responsibility for any loss or damage.**
- Pupils are required if they believe they have lost their mobile phone in school for letting the school know. This may assist with recovery. **However the school accepts no liability for not securing such a recovery.**
- **Parents/carers are reminded that in cases of emergency, the school office remains the sole appropriate point of contact and will ensure your child is reached quickly and assisted in any relevant way. Passing on messages through school reception also reduces the likelihood of disrupting lessons inadvertently.**

4. Usage

- Pupils will not be allowed to use their mobile phone during school hours. It must be kept in the pupils bag in the cloakroom (and must be turned off).
- Unless express permission is granted, mobile phones will not be used to make calls, send SMS messages, take photos or use any other application during school hours and other educational activities, such as school trips.
- The Bluetooth function of a mobile phone must be switched off at all times and not to be used to send images or files to other mobile phones.
- No member of staff, pupil or other person should be photographed, filmed and/or audio recorded without their consent. In the event that this happens the person will be asked and expected to delete those images and the relevant sanction imposed.
- Using mobile phones to bully and threaten others is unacceptable. Cyber bullying will not be tolerated. If the use of technology humiliates, embarrasses or causes offence it is unacceptable regardless of whether 'consent' was given.

5. Sanctions

- Pupils who infringe the rules set out in this policy document could face having their phones confiscated by teachers. If the phone is being used inappropriately the pupil must give it to a teacher if requested. A record will be kept of such infringements.
- On the **first** infringement of this policy the mobile phone would be confiscated by the teacher and taken to a secure place. The pupil will be able to collect the mobile phone at the end of the school day and a record will be made of the incident.
- On the **second** infringement parents/carers will be asked to collect the phone from school.
- Any **further** infringements of the mobile phone code of conduct may result in a ban on bringing a mobile phone to school.

6. Theft or damage

- Pupils should mark their mobile phone clearly with their names.
- Students who bring a mobile phone to school should leave it in their bag when they arrive. To reduce the risk of theft during school hours, pupils who carry mobile phones are advised to keep them well concealed and not 'advertise' they have them.
- The school accepts **no** responsibility for replacing lost, stolen or damaged mobile phones.
- The school accepts **no** responsibility for pupils who lose or have their mobile phones stolen while travelling to and from school.

