



# Mobile Phone Policy

**Policy Date:** November 2018

**Review Date:** November 2020

**Owner:** Principal

**Signed:** \_\_\_\_\_ Chair of Governors

**Date:** \_\_\_\_\_

## **MOBILE PHONE POLICY**

We recognise that some parents will want their children to have mobile phones with them in college. We do not object to this as long as the phones are SWITCHED OFF and kept SECURELY AT THE BOTTOM OF THEIR BAGS at all times during the school day.

If parents need to contact students, they MUST phone the college office and we will get a message to the students.

Any students having a problem in school MUST report it to the appropriate person in school and not phone home. Parents are often worried by such calls and cannot resolve the issue.

In particular, for safety reasons, students must NEVER use their phones to arrange with a parent or family member to go home. This MUST be arranged through Year Team Leaders or the lead First Aider.

Most phones now also have a camera and a video facility. Students should be aware that it is an extremely serious matter to take photographs of staff, in lessons or around the college unless this is done with their consent as part of a planned activity. If students wish to take photographs or film of other students, this must be done outside school unless, again, it is part of an activity arranged by staff and with the students' consent. Normally, the college cameras would be used in such circumstances.

There is no reason for a member of staff to see a student's phone if it is being used in accordance with the policy above. Phones that are seen are likely to be confiscated and students will have to collect them at the end of the day from the college office. If a student has a phone confiscated three times, then her parent will be asked to collect it.

It should be stressed that parents allow students to bring phones into college at their own risk and we cannot accept responsibility for them.