

Orleans Primary School



Mobile Phone (Pupils) Policy

Policy reviewed:	July 2023
Date of next review:	July 2024
Status	Non Statutory
Committee Responsible	P,C&C

Introduction

At Orleans Primary School, the safety and wellbeing of our pupils is paramount and we always look for ways to ensure we are supporting our pupils and helping them to develop their understanding of how to keep themselves safe. Mobile phones and other devices which have cameras and/or connect to the internet have their place as an important means of communication however, we are also aware of how their misuse on school premises or on the way to and from school has the potential to cause distress to both pupils, parents and staff. We want to ensure that we make both parents and pupils aware of the parameters of using mobile phones and the responsibility which goes with their usage.

As children start to travel to school independently, we understand that parents may choose to give their child a mobile phone with the view that it can protect them from everyday risks when walking to and from school. We know that providing a child with a mobile phone gives parents reassurance that they can contact/ be contacted by their child if they need to speak to him/her urgently **on their journey to or from school**. With this safeguarding aspect in mind, we are permitting Year 6 children, who have written permission to travel to/from school on their own from home, the opportunity to carry a mobile phone with them. However, we advise parents to talk to their child before the start of the Year 6 to agree to ground rules for use of the mobile phone. We view this as an important part of starting the transition process to secondary school. We want our pupils to understand how their use of mobile technology can impact both on themselves and others.

Pupils who are permitted to bring a mobile phone

At Orleans Primary School only pupils in Year 6, who are walking to and from school, are permitted to bring a mobile phone into school each day. Year 6 pupils are not permitted to bring any other devices into school. Pupils in other year groups are not allowed to bring a phone or any other devices as they are accompanied on the way to school.

Procedure for bringing a mobile phone to school

Year 6 pupils must switch off their mobile phone at the school gate on the way into school and ensure it is off until they leave the school premises. They also need to hand over their mobile phones to the class teacher **every morning**. These will be stored until the end of the school day and pupils will be responsible for collecting them from the adult in charge of the class before they leave for home. The aim of this policy is designed to protect the welfare and learning environment of all children from inappropriate usage of mobile devices in school.

In all other year groups, children are collected by an adult or responsible person therefore **no** other year groups are authorised to bring a mobile phone onto school premises at any time.

Parents/carers are reminded that in cases of emergency, the school office remains the first and appropriate point of contact. This ensures that your child is reached quickly and assisted in any relevant way. Clear communication through the school office also ensures that there is no disruption to lessons.

Procedures for Year 6 Parents whose child is bringing a mobile phone

Parents of Year 6 children will need to complete the google consent form that is sent at the end of Year 5, so that the school has a record of which children have permission to bring in a phone. We require parents to do this before the end of the summer term, prior to children starting Year 6.

Please be aware that where parents have given permission for their child to bring a mobile phone to school, they do so entirely at their own risk. The school accepts no responsibility for the loss, theft or damage of personally owned mobile phones/phones whilst the device is on school premises.

Responsibility and Expectations of Parents

The decision to provide a mobile phone to their children should be made by parents/ carers. It is important for parents to understand the capabilities of the phone/device and the potential benefits and misuse of those capabilities. Parents are also expected to speak to their child regarding the appropriate use of a mobile device. Further information can be accessed through the NSPCC here: <https://www.nspcc.org.uk/keeping-children-safe/online-safety/> and through the UK Safer Internet Centre's website: <https://saferinternet.org.uk/guide-and-resource/parents-and-carers/phones>

This includes information on many prevalent issues linked to pupils' use of mobile technology.

Parents:

- Parents must go through this school's Mobile Phone (Pupils) Policy with their child.
- Parents must agree that their child's mobile phone use outside of school is their responsibility to regulate. In line with police guidance, if any issues arise and parents are worried they should contact **CEOP or the non-emergency number 101**.
- While school cannot regulate or assist with mobile phone issues that take place outside of school hours/school property, we would appreciate being informed of any instances that occur so that we can monitor the impact within school.

Expectation of Pupils

It is the responsibility of the children who bring mobile phones to school to abide by the guidelines outlined in this document and for parents to support the school with this.

Pupils:

Where a child has permission to bring a mobile phone to school:

- The clearly named phone should be given to the class teacher at the start of the day where it will be secured and then returned at the end of the day.
- **The phone must be switched off at all times while it is on school premises.**
- Under no circumstances should there be access to phones during the school day.
- Mobile phones must not be left in bags or coats.
- Children may not use their phone for any purpose on school premises or during off-site school activities (such as clubs or residential trips).

Inappropriate Conduct

Using mobile phones to bully or threaten children, staff or parents of Orleans Primary School will not be tolerated.

- Using technology to humiliate, embarrass or cause offence will not be tolerated; regardless of whether 'consent' was given.
- It is a criminal offence to use a mobile phone to menace, harass or offend another person and almost all calls, text messages and emails can be traced.
- Any child who uses derogatory or obscene language while using a mobile phone will be treated in line with our Behaviour Policy.

Sanctions

Orleans Primary School reserves the right to withdraw this privilege from any child who breaks the agreement set out in this policy.

- If a child brings a mobile phone to school without parental consent via the permission form (google form) the phone will be confiscated by the teacher and taken to a secure place within the school office. The school office will then contact parents and ask them to complete a consent form.
- This will also be the case for children in any other year groups who bring mobile phones to school.
- Parents will be notified and the phone must be collected by an adult at the end of the school day. Confiscated phones will not be handed back to children under any circumstances.
- If a child is found using their phone on school premises at any time, it will result in an immediate movement to Stage 3 in accordance with the school Behaviour Policy.
- If there was to be a repeat occurrence, the Safeguarding Lead will be informed and will investigate in order to decide the subsequent action to be taken.

Policy updated July 2023