

# SCARISBRICK HALL SCHOOL & COLLEGE

## MOBILE PHONE POLICY



The School and College recognise that mobile phones are now an important aspect of everyone's life and have considerable value, particularly in relation to individual safety. The School and College therefore accept that pupils /students are permitted to bring mobile phones to School and the College but that use is limited and restricted.

The School and College aim to educate pupils / students in the responsible use of technology.

### **Responsible Use**

Pupils / Students must use phones etc responsibly at all times.

- Pupils / Students must ensure that files stored on their phones do not contain violent, degrading or pornographic images. The transmission of some information is a criminal offence. Pupils /Students found to be responsible for this will have their phone confiscated; it will be returned to their parent / carer, or passed to the Police.
- Cyber-bullying is completely unacceptable, pupils / students found to be responsible for this will have their phone confiscated; it will be returned to their parent / carer, or passed to the Police.
- The School / College is a workplace, phones must be switched off and kept in lockers or in the safety boxes in each classroom during lessons.

**Note:** All points in the policy apply to phones, Ipods, MP3, MP4 players and any similar devices.

### **Rules**

- Whilst the Directors give permission for phones to be brought to the School / College, responsibility for the phone rests with the pupil / student and the School / College will take no financial responsibility for loss. The School / College bears no responsibility for confiscated items.
- Pupils / Students must not use phones for making calls, checking the time, texting or taking photographs during or between lessons. Phones must be kept in lockers or placed in the safe box at the front of each classroom.
- Phones may be used for educational purposes with the individual teacher's permission eg as a calculator or for research purposes.
- Head phones must not be worn during or between lessons
- Pupils / Students must not use phones or MP3 players to broadcast music.

- If phones are used at incorrect times they will be confiscated, and will be returned at the end of the day. If pupils / students dispute this, or offend persistently, parents will be asked to collect the phone from reception.
- If there is an emergency which requires communication with home, pupils / students must speak to a member of staff who will deal with the matter. Personal mobile phones must not be used in lesson time. In an emergency parents / carers should phone Reception and a message will be forwarded to the pupil / student.
- Mobile phones cannot under any circumstances be taken into examination rooms. Breach of this rule will lead to invalidation of that examination and potentially other examinations.
- Pupils /Students need to acknowledge that it is a privilege to be permitted to bring mobile phones to school / College and abuse of this policy may lead to a curtailment of this privilege.

