

## The use of mobile phones and personal music players in school

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### Summary

Woodham Academy is committed to ensuring that all students are able to achieve their potential and beyond, within an ethos of unconditional mutual respect as reflected in our school mission “Achievement for All”.

We know that high quality learning experiences for students are our core business. We recognise that good teaching which stimulates interest and engages students, which allows all students to make good progress, and which leads ultimately to successful outcomes is the foundation of these high quality learning experiences. It is important for the school to recognise with current technological advances, students use mobile phones and personal music players. This policy aims to provide clarity about the current procedures for use so that high quality learning exists.

**Date adopted:** 8<sup>th</sup> July 2008

**Review date:** Bi-Annually

**Last Reviewed:** September 2020

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### 1. General

Woodham Academy recognises that many parents wish their children to have mobile phones for use in emergency on the journeys to and from school. However, it is our view that no student needs to use a mobile phone for any reason, once they are in or between lessons. Furthermore we see no reason for students to bring other electronic music or games devices to school. In this context the Governing Body has adopted the following policy which will be rigorously enforced.

- Students may with parental permission bring a mobile phone to school. It must be switched off and out of sight throughout the course of all lessons. This applies in all areas of the school buildings, with the exception of the dining rooms.
- Teachers may allow students to use their mobile phones for educational reasons. This may include using some of the features on the phone such as the camera, calculator, or using the phone as an item to draw or sketch. In this situation once the reason has finished, the students must once again fully adhere to the school policy of switching the device off and removing it completely from sight.
- When students are on trips, visits, exchanges and other off site activities, the use of mobile phones is not allowed unless specifically permitted by the teacher in charge.
- In exceptional circumstances, such as a family emergency, students should seek staff permission before a mobile phone is used.
- Students who ignore this policy by using a mobile phone or bringing an unauthorised device into school will be required to give their phone/device to a member of staff. Students will receive a C2B for inappropriate use of an unauthorised device. It will be locked away and parents may be asked to collect it from a senior member of staff.
- If the Headteacher suspects that a mobile phone has unsuitable materials stored on it, students will be required to hand over the phone. It will be locked away and parents will be asked to collect it from a senior member of staff. If the Headteacher suspects that material on a mobile phone may provide evidence relating to a criminal offence or a safeguarding issue then the phone will be handed over to the police for further investigation. Parents will need to recover the phone from the police in such circumstances.

- Woodham accepts no responsibility whatsoever for loss, damage or theft relating to mobile phones, personal music players or similar devices.

## **2. Inappropriate Conduct**

Alongside the normal confiscation procedures relating to the use of a mobile phone or a personal music player, students may face further disciplinary action if mobile phones are used inappropriately. This will include:

- use of a mobile phone to gain advantage in examinations or assessments.
- Use of offensive, derogatory or obscene language while operating a mobile phone.
- Personal attacks, harassment, breaches of privacy, taking/sending photographs films or objectionable images while operating a mobile phone.
- Use of mobile phones for any form of bullying during school time.

In many cases these abuses of mobile phone technology are criminal offences and the school will not hesitate to cooperate with the Police when necessary in line with the school's behaviour policy.

## **3. Monitoring, Evaluation and Review**

The Governing Body will review this policy at least every two years and assess its implementation and effectiveness. It will be reviewed annually as part of the regular review cycle.