

# Brownhills School



## **POLICY ON MOBILE PHONES AND DEVICES**



## **Principles**

The purpose of this policy is to prevent unacceptable use of mobile phones, "smart watches", tablets etc. by students, and thereby to protect the School's staff and students from undesirable materials, filming, intimidation or harassment.

- The School strongly advises that mobile phones should not be brought into school at all.
- Students have no legitimate need to use a mobile phone during the school day.
- The School accepts that there may be particular circumstances in which a parent wishes their child to have a mobile phone for their journey to and from school.
- Where a mobile phone is brought into school, it is entirely at the student's and parents' own risk. The School accepts no responsibility for the loss, theft or damage of any phone, mp3 player or other mobile device brought into school.
- Mobile phones and devices which are brought into school must be turned off (not placed on silent) and stored out of sight immediately the student arrives at the school gate. They must remain turned off and out of sight until the student has left the school site at the end of the day.
- Where parents or students need to contact each other during the school day, they should do so only through the School's telephone system (via Reception or Student Services) and not via student mobile phones.
- Any student caught filming another person (and/or uploading images or video onto the Internet) will have their phone confiscated. It will be treated as a disciplinary matter and their parents will normally be informed. If the action is repeated, flagrant or of a serious nature, the matter will be treated as a serious disciplinary issue. In such circumstances, the child's parents will be informed and the Governing Body may be notified.
- The School reserves the right to search the content of a confiscated device where there is reasonable suspicion that it may contain undesirable material, including those which promote pornography, violence or bullying.

## **The School Policy for student found with a mobile phone is as follows:**

- If a mobile phone is seen by a member of staff, that member of staff will be required to confiscate it immediately and pass the phone to Student Services for secure storage as soon as possible.
- Student Services will then send a text message to inform parents of the confiscation.
- A Brownhills SIMS record will be completed by the teacher who confiscated the phone, with full details of the confiscation, and marked for the attention of Progress Leader.
- The phone will be kept in secure storage for a minimum of 24 hours, after which parents will be invited in to collect it.
- On collection of the mobile phone, parents will meet with the Progress Leader. During this meeting, parents will be reminded of school policy and informed of the next stage, should the phone be confiscated a second time. The phone will also be checked for any inappropriate material.
- If there is a second confiscation the phone will be kept in secure storage for six school weeks, or until parents come into school to meet with a governor and their Progress Leader.
- The mobile phone will then be handed in to Student Services each morning and collected at the end of each day for a period of four weeks.
- If a student refuses to hand over their mobile phone, the student will be placed into internal exclusion for two days and parents will be contacted. Parents will bring their child into school the next day for a meeting with a member of the Senior Leadership Team. From then onwards, the mobile phone will be handed in to Student Services each morning and collected at the end of each day for a period of four weeks.
- If a mobile phone goes off, or if a student uses a mobile phone in the final hour of the school day, a student may take their phone home. However, they should hand it in the next day and parents will be contacted for a meeting to take place. If a student refuses to hand over their phone, the student will be placed into internal exclusion for two days and parents will be contacted. Parents will bring their child into school the next day for a meeting with a member of the Senior Leadership Team. From then onwards, the mobile phone will be handed in to Student Services each morning and collected at the end of each day for a period of four weeks.

- If a student says that they have not brought their phone into school, they will be expected to prove that they don't have their phone by emptying their pockets and school bag.  
Reviewed: 29 November 2018