



Policy on Pupil Use of Mobile Phones

Trellech Primary School is committed to safeguarding and promoting the wellbeing of children and young people and demands that all staff and volunteers share this commitment. This policy has been adopted and will be monitored, reviewed and amended as required by the governing body.

Mobile phones are a prominent feature of modern society; however, we know and have seen that there needs to be clear rules and expectations for children bringing phones to school. We fully understand and agree that, if children walk to or from school, parents may want them to possess a mobile phone for their safety and peace of mind. Because only children in Year Six may walk to and from the school unaccompanied, only pupils in Year 6 are permitted to bring mobile phones to school. Children may bring a mobile phone into school under the following conditions:

- The phone is switched off as the child enters the school site and is kept with the class teacher throughout the day.
- The phone must not be switched on until the child leaves the school site.
- The school accepts no liability for the loss/damage of the phone whilst on school premises.

On the rare occasion that parents/carers need to contact pupils in an emergency, or vice versa, this should be done via the school office on 01600 860395.

Activities Covered by This Policy

This policy applies to normal school days, school trips, after school / evening clubs and any event either on or off the school site. This includes pupils who are transported to and from the school while on official school transport. At no time must a child use the phone's camera to take a photograph or video of a pupil or member of staff on the school site or during off-site school activities.

Residential Trips

One of the key purposes of residential trips is to engender independence and self-reliance. On this basis mobile phones may not be taken on residential visits. Pupils may take a camera to record memories of the trip but must not use any images of pupils or staff on any public forum without their express written consent. In the rare event that a pupil needs to contact home or vice versa, this will be arranged through the lead teacher on the visit.

Consequences

If a pupil is found by a member of staff to be using, or in the possession of a mobile phone, in line with the Education & Inspections Act 2006, the phone will be confiscated and returned only to the child's parent or guardian. If a phone is confiscated during a school day, this might mean that a child does not have it whilst walking home on that day if a parent has not been able to collect it before this time.

If a child sees another child with a mobile phone in school they must report it immediately to a member of staff. Children who report such incidents will remain anonymous. If a pupil is found taking photographs or video footage with a mobile phone of either other pupils or teachers, this will be regarded as a serious offence and disciplinary action will be taken according to the school's Behaviour and Anti-Bullying policies. If this happens, the phone will not be returned to the pupil until the images have been removed by the pupil in the presence of the headteacher and parent/guardian.

If there is any misuse of a mobile phone the child's parents/guardian will be contacted and asked to discuss the matter with the headteacher.

Appropriate & Responsible Behaviour

While the school cannot and does not seek to control pupils' use of mobile technology & social media outside of school, we can and must address issues that arise during pupils' time in school each day and during school activities. Staff in school increasingly have to address issues that arise through inappropriate use of such technologies by pupils. Over the course of Key Stage 2 we work closely with colleagues at Gwent Police to make children aware of responsible & appropriate use of technology, staying safe online and cyber bullying. Our IT policies and 'Digital Citizenship' days reinforce these key areas. Our school is 'All About Learning'; learning to be safe, responsible & appropriate when communicating using technology is thus a core strand of our work.