

CHESHIRE ALTERNATIVE PROVISION SCHOOL

Mobile Phone Policy

Date of Policy	January 2020
Date of Review	January 2023
Person/s Responsible	Lana Wild/Shane Mahon

Introduction

Mobile phones are now part of modern society and the majority of students will now own a mobile phone. We understand that for safety reasons students will carry a mobile phone in order to contact parents/carers after school/before school; however, mobile phones can lead to several problems in school such as bullying, disruption to lessons and inappropriate web usage. As a school, we strongly encourage our students to talk to each other and develop friendship groups at break and lunchtime, as opposed to using their mobile phones. As a result, the use of mobile phones during school hours is completely forbidden and students found using their mobile phone during school hours will be dealt with in accordance with this policy.

Purpose

- To clarify the school position on mobile phones.
- To ensure that staff, students and parents are fully familiar with the policy and understand the reasons for the policy.
- To support our behaviour management policy, which aims for outstanding behaviour and safety of students across the school.
- To ensure that student welfare and safeguarding incidents associated with mobile phones are reduced.

Guidelines

- Mobile phones must be handed in at the beginning of each day. They will be returned at the end of each day
- Any student seen using their mobile phone during school hours will receive an automatic FTE for 1 day.
- After the school 'end of day' bell students are allowed to use their phone outside of the school building as they exit the site.
- Students can use their phone to contact home relating to safety/transport or for personal reasons. In this instance, staff should allow students to use their phone on the school site where appropriate and after agreement from the head teacher.
- Students who persistently infringe the mobile phone policy will be spoken to by the Head Teacher and could result in the student's placement being closed (this is due to the high-risk students place on others who may be on the Child Protection register)
- Students will receive assemblies explaining the mobile phone policy and the policy will be placed on the school website for parents/carers to access.
- When issues with mobile phones exist that involve serious misuse of the phone

such as transmitting images or cyber bullying, parents will be brought into school and the Malicious Communications Act will be explained to them. This states that parents are responsible for the phone and any issues resulting from the phone when it is used by a 'minor'.

Staff Policy

Staff use of mobile phones during their working school day should be:

- Outside of their contracted hours
- Discreet and appropriate eg. Not in the presence of pupils
- Mobile phones should be switched off and put away from students during lesson times with the exception of off-site visits.
- Staff should never contact pupils or parents from their personal mobile phone or give their mobile phone number to pupils or parents. Only the SLT will contact parents/students with use of the school mobile number for emergency school closure days etc.
- If a member of staff needs to make telephone contact with a pupil, a school telephone should be used.
- Staff should never send to, or accept from, colleagues or pupils, texts or images especially those which could be viewed as inappropriate.
- Use of the school mobile (SLT only) or school camera is permitted to take photographs for school use only.
- Staff should understand that failure to comply with this policy is likely to result in disciplinary action.
- Remember we lead by example.