

***Promoting Ambition for Change***

# **TEMPLE LEARNING ACADEMY**



## **Mobile Phones Policy 2017-2018**

*Ratified Summer 2017      Review: Summer 2021*

## Introduction

The Governors of Temple Learning Academy recognise that parents and carers may want their children to carry a mobile phone to and from the Academy for communication purposes and for their own approach to personal safety.

The widespread ownership of mobile phones among young people requires that Governors, staff, parents and carers and pupils take steps to ensure that mobile phones are used responsibly, so that everyone within our school community can remain safe, happy and healthy.

## Values and Ethos

The Governors of Temple Learning Academy believe that mobile phones should not be seen or used in school. Any possible benefits are outweighed by numerous negatives and potentially harmful effects. Most importantly, mobile phones do not benefit the learning, safety, personal development, welfare and safeguarding of all our pupils.

## Definitions

This policy refers to “mobile phones” as an overarching term that includes all personal and privately-owned electronic devices.

This policy refers to the use of mobile phones “in school” as an overarching term that includes all school premises and school-related activities. This includes anywhere on Academy grounds, during educational visits, during residential activities and during extra-curricular activities.

This policy mainly refers to the use of mobile phones by pupils. Whenever possible, staff and Governors should limit their use of mobile phones to times and places that are not in the presence of pupils. Parents and carers and visitors to Temple Learning Academy must not use their mobile phones in the presence of pupils, except when given permission by a member of staff to make or receive a voice call.

## Procedures

1. Mobile phones should be switched off and must be kept out of sight. While in school, mobile phones should be kept in a pupil’s locker, secured with an appropriate padlock.
2. Pupils may only use their mobile phones before or after school and not on school premises.
3. Parents and carers who wish to contact their child in cases of emergency can do so by telephoning or visiting the Academy Reception.
4. Pupils who wish to contact their parents and carers in cases of emergency or distress can do so through the Academy Reception and/or with the assistance of a member of staff.
5. Pupils who infringe the rules set out in this policy will have their mobile phone confiscated by staff. Confiscated mobile phones will be placed promptly in a named envelope in the school safe. Pupils must inform their parents and carers about the confiscation, and only parents and carers can collect the confiscated mobile phone from Reception (after 3:30pm



that day and only during school hours). Parents and carers must also sign for the mobile phone, acknowledging receipt.

6. It is forbidden for pupils to use their mobile phones that in any way bullies, threatens, embarrasses, denigrates or humiliates any member of the school community. This includes using mobile phones to photograph or film any member of the school community or visitor without their consent. It can be a criminal offence to use a mobile phone to menace, harass or offend another person and almost all calls, text messages, emails and other messages can be traced. The Academy will consider involving the police in any case of inappropriate mobile phone use.
7. It is forbidden for mobile phones to be taken into any exam situation. Any pupil found to be in possession of a mobile phone during an exam could be prevented from that exam and other public exams as a result.
8. Pupils should protect their mobile phone numbers by only giving them to friends and by keeping a note of who they have given them to. This can help guard against insulting, threatening, unpleasant or dangerous voice, text, picture and other messages.
9. Pupils should reduce the risk of theft of their mobile phone by:
  - a. Keeping it well concealed at all times;
  - b. Not 'advertising' to other people that they have a mobile phone;
  - c. Marking their mobile phone clearly using indelible ink or other anti-theft approaches as recommended by the police;
  - d. Using passwords/pin numbers to keep their mobile phone locked.
10. Temple Learning Academy accepts no responsibility for replacing lost, stolen or damaged mobile phones. This includes incidents that occur travelling to and from school, during educational visits, during residential activities, during extra-curricular activities and during confiscation.

### **Implementation and Responsibility**

The responsibility for the implementation of the Policy will be with the Governors and/or Co-Principals of Temple Learning Academy.

### **Monitoring, Evaluation and Review**

The Governors and/or Co-Principals of Temple Learning Academy will review this policy every four years and evaluate its implementation and effectiveness.

