

## **Woodcroft Primary School Pupil Mobile Policy & Authorisation 2018**

### **Context**

At Woodcroft we are concerned about the issues related to the use of personally owned mobile devices within school. This concerns include, but are not exclusive to:

- Valuable items which can be lost, stolen or damaged
- Inappropriate use for cyberbullying
- Internet access on phones and personal devices can allow pupils to bypass school internet filtering platforms.
- Disrupt classroom activities
- Mobile phone cameras could lead to child protection, bullying and data protection issues with regards to inappropriate capture, use or distribution of images of pupils or staff.
- Making disrespectful comments, misrepresenting events or making defamatory remarks about teachers or other pupils.
- Pupils posting material on social network sites with no thought to the risks to their personal reputation and sometimes with the deliberate intention of causing harm to others.
- The deliberate filming of events or people in order to humiliate, embarrass and intimidate by publishing to a wider audience such as on social media websites.

### **Pupil Mobile Phone Policy Statements**

- If a parent would like their child to bring a mobile phone into school they must fill in a request form (policy appendix) and return it to the school Office.
- No pupil is allowed a mobile phone on the school premises without authorisation from the Headteacher. Phones should be switched off at all times when on school premises: This includes:
  - Clubs and after school activities.
  - Before the start of the school day.
- Mobile phones should be handed in to the school office immediately a pupil arrives on site in the morning.
- Personally-owned devices will not be used in any way during lessons or formal school time.
- Mobile phones and personally-owned mobile devices brought in to school are the responsibility of the device owner. The school accepts no responsibility for the loss, theft or damage of personally-owned mobile phones or mobile devices.
- At the end of the school day phones and electronic devices should be collected by the pupil from the office (or from club leaders at the end of the session)
- Phones should not be used while on school premises at the beginning and end of the school day
- Any pupil caught in possession of a mobile phone during the school day will have the phone confiscated and held by the Headteacher. Mobile phones and devices will only be released to parents or carers thereafter.
- Any pupil breaching the policy will be subject to appropriate sanctions outlined in the Behaviour Policy. These sanctions could result in exclusion from school.
- Any child bringing a device into school without a completed authorisation form will have it confiscated and it will only be released to parents or carers thereafter.
- Parents must not attempt to contact their child via their mobile phone during the school day, but to contact the school office.

# WOODCROFT PRIMARY SCHOOL

## Appendix: Pupil Mobile Phone Authorisation Request

Please can I request permission for \_\_\_\_\_ (print child's name) to bring his mobile phone into school.

Make and model of phone \_\_\_\_\_

The reasons why a phone is needed to be brought to school by my child are ...

---

---

---

I have read and agree to the school's policy on mobile phones and devices.

I understand that, if authorised, the phone will be handed into the School Office on arrival and that a breach to the policy will result in confiscation and possible behaviour sanctions thereafter.

Signed pupil \_\_\_\_\_

Signed Parent/Carer \_\_\_\_\_

Date \_\_\_\_\_

*Please return this form to the School Office. Thank you*

---

*(To be completed by the school)*

The above pupil is authorised to bring a mobile phone to school.

Signed Headteacher \_\_\_\_\_

Date \_\_\_\_\_