

<b>Policy Number:</b> 26	
<b>Title:</b> Mobile phone policy	
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<b>Contents:</b>  1. Conditions of use	

Date ratified by Governors:

Signed:

## **Mary Hare School Mobile Phone policy**

Mary Hare School recognises that mobile phones are now an important aspect of everyone's life and have considerable value, particularly in relation to individual safety and in creating easy communication for deaf people. The school therefore permits students to bring mobile phones to the school but places some limitations on their use.

All points in the policy apply to phones, iPods, MP3, MP4 players and any similar devices and portable games consoles.

The school aims to educate students in the responsible use of technology, including mobile telephones.

### **Conditions of Use**

1. Pupils must use phones responsibly at all times.
2. Pupils must ensure that files stored on their phones do not contain violent, degrading or pornographic images. The transmission of some information is a criminal offence. Pupils found to be responsible for this will have their phone confiscated; it will be returned to their parent / carer, or passed to the police.
3. Cyber bullying is completely unacceptable. If necessary, proportionate systems will be put in place to monitor the use of electronic communications in order to detect abuse, bullying or unsafe practice by pupils. Pupils found to be responsible for this will be sanctioned appropriately and this could lead to their phone being confiscated; it will be returned to their parent / carer, or passed to the police.
4. Each boarding house has clear rules about the handing in of phones at bedtime and returning them after school the following day. Pupils wishing to use their mobile phones in the morning before school may do so, but they must be returned before leaving for school. Year 11 pupils do not have to hand in their phones, but must be responsible for leaving them securely in the house and not take them into school. Sixth Formers may keep phones with them during the school day but they must be set to silent and must not, under any circumstances, be used in lessons, prep, the dining room or library.
5. Pupils will be permitted to access the school network through Wi-Fi and this is a secure and filtered system. Pupils choosing to access the internet through their telephone service provider will potentially have unrestricted access. We would encourage parents to set parental controls on relevant devices to restrict access to inappropriate material and prevent excessive data charges.

6. Whilst the Governors give permission for phones to be brought to the school, responsibility for the phone rests with the pupil (including when taken on off-site activities) and the school will take no financial responsibility for loss, theft or damage. The only acceptance to this is where a phone is being kept securely by the school.
  7. The school reserves the right to withdraw the use of the mobile telephone from pupils when they have misused them. Mobiles will not be withheld for any other reason. No pupil will be refused access to their family and a school phone will be made available for this purpose.
  8. Pupils should only have one mobile phone and should ensure that Care Staff have logged its number.
  9. Staff will not normally look at the contents of a pupil's mobile phone, but there may be occasions when this is necessary to safeguard children. There should not be anything on a phone which a pupil does not wish an adult in the school to see.
  10. Pupils must use cameras (including those on phones and other devices) with great care. They should film or take images only with consent. Pranks and practical jokes are not to be recorded on telephones. Pupils are educated in the responsible use of social media through house meetings and school assemblies.
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