



Governor Committee Responsible:	Business and Finance	Staff Lead:	Lisa Smith
Status	Non-statutory	Review Cycle	Annual
Last Review	September 2019	Next Review Date	September 2020

The school discourages pupils from bringing personal mobile technology into school.

However, the school recognises that there may be special circumstances when a parent or carer needs their Year 5 or Year 6 child to have a mobile phone with them. If this is the case, this permission form must be completed and signed by the parent or carer before the phone is brought to school. Mobile phones in school without this permission will be confiscated and returned to the parent or carer.

The school expects its pupils to develop a culture of responsible use by adhering to the following:

- The mobile phone must be clearly named, switched off, and handed to the child’s class teacher at the start of the school day. The child is responsible for collecting it from the teacher at the end of the day.
- Pupils are not permitted to use mobile phones on school grounds. Should they be found to be using a mobile phone, it will be confiscated from the pupil and handed to a member of the senior leadership team who will make a record of the incident. The phone will only be returned to the parent or carer.
- Any pupil found to be taking photographs or any other form of recording of pupils and/or staff on a mobile phone will cause the phone to be confiscated and not returned until the child’s parent or carer collects it in person and the files have been deleted in front of a member of the senior leadership team. Any pupils involved may be subject to the school’s disciplinary procedures. In rare circumstances, where there is evidence of bullying or harassment, the phone may be retained in a secure place with the recordings preserved as evidence until appropriate records have been taken.
- Should a pupil be found to be using technology inappropriately in the opinion of the school, the school reserves the right to withdraw the privilege and they will no longer be permitted to bring a mobile phone onto school grounds. This includes evidence of technology being used outside of school to bully or intimidate others.
- The school does not accept liability for loss or damage to mobile devices which are brought into school or the school grounds.

School Trips

Pupils will be advised on specific rules governing mobile technology use for the duration of school trips on a case-by-case basis. In all circumstances, the same acceptable usage points (above) will remain in effect.

Parental Consent

I have read the policy for the use of mobile technology in school and understand the conditions under which mobile technology has been allowed. I agree to the terms and conditions set out in this policy.

I give permission for my child _____ Class _____
to have their mobile phone in school.

Signed _____ Date _____