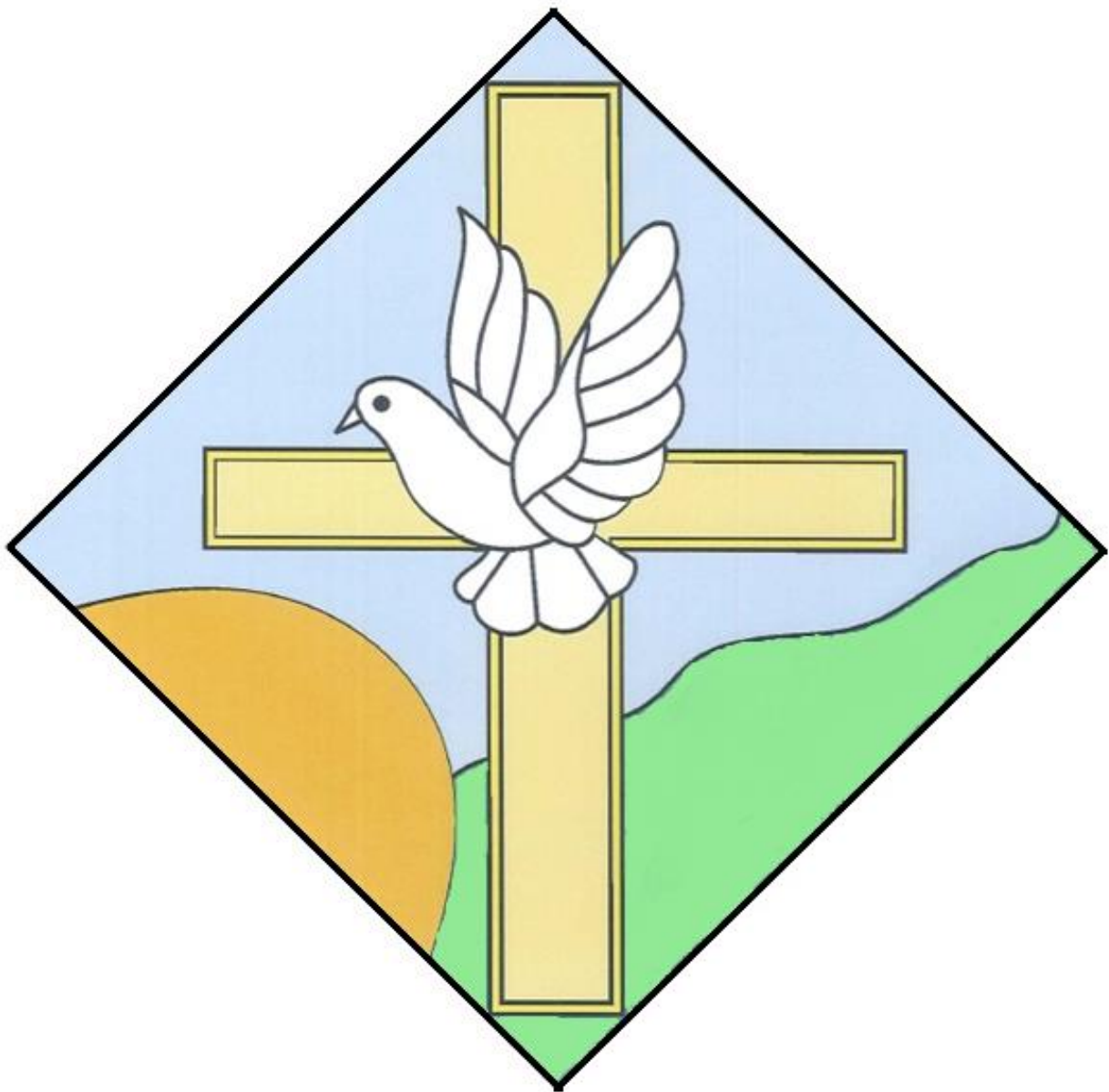




Conditions of Use and Safe Keeping of Mobile Phones Policy



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Mission Statement

Promoting high quality education, love, care and forgiveness of others as taught to us by Jesus and our Patron Saints.

Introduction

As St Peter and St Paul Catholic Primary Academy is primarily focused on learning, the safety and well-being of our pupils is paramount. Consequently, we do not allow pupils to use mobile phones while they are at the Academy however, we will permit pupils in Year 5 and 6 under strict conditions to bring phones into the Academy.

Aims and objectives

The aims of this policy are to explain:

- Conditions of use
- Safe Keeping
- Liability

Policy for children

The Academy policy is that Year 5 and 6 pupils who travel to the Academy independently and Year 6 who return home independently, are only to bring mobile phones into the Academy, with parental written consent.

- Year 5 and Year 6 pupils, who bring mobile phones or any form of electronic communication devices to school, must deposit it at the Academy Office on arrival.
- Parents/Carers of Year 5 and 6 who wish their child to bring a mobile phone into the Academy will be required to complete a consent form informing us that their child will be travelling to or from the Academy alone and will be bringing a mobile phone to the Academy.
- Mobile phones may not be used on the Academy premises unless permission is given from the Principal.
- If a pupil is found in possession of a mobile phone it will be confiscated by a member of staff for the remainder of the school day. The mobile phone will be kept in the Academy Office until the end of the Academy day, when it will be returned to the Parent/Carer.

The Academy does not allow children to use mobile phones in the Academy because:

- Their use may distract pupils away from their work;
- Mobile phones may be misused (for example, cyber bullying, viewing the internet inappropriately and sending or receiving inappropriate images of members of the Academy community);
- Staff time could be taken up investigating lost or stolen mobile phones.

The Academy cannot be liable for the loss, theft or damage of any unpermitted mobile phones whilst on the Academy premises.

Policy for staff

Staff may be in possession of a mobile phone but it must be switched off (or left on silent) at all times when the adult is working with pupils. Mobile phones are not to be used in classrooms or Academy grounds. Staff should not make or receive calls or text messages during the working Academy day. Mobile phones can be used in the staffroom for private calls outside of a member of staff's working day. Photographs of pupils, on a mobile phone, for personal records are in breach of data protection legislation and are not permitted.

Educational Visits

When pupils are involved in an educational visit or activity outside of normal school hours the teacher organising the event will have a mobile phone in order to ensure the safeguarding of the pupils is in place.

Monitoring and review

- The Principal will monitor the implementation of the mobile phone policy. The Principal will keep a record of all incidents involving mobile phones and will report to Governors so that this policy can be reviewed as appropriate.