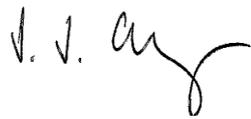




## MOBILE PHONE POLICY

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<b>Responsible Trust Committee:</b>	<b>Education</b>
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<b>Signature:</b>	
<b>Approved:</b>	<b>J Clough, Interim Principal</b>
<b>Date:</b>	<b>25/01/2019</b>
<b>Signature:</b>	
<b>Approved:</b>	<b>Howard Oyns, Chair of Governors</b>
<b>Date:</b>	<b>25/01/2019</b>

## GUIDING PRINCIPLES

- At Chichester Free School School we believe that all students and members of staff have an absolute right to feel safe, valued and respected. We believe that all members of our school community should uphold the traditional values of nurture, challenge and inspire.
- We believe that teaching staff should aim to deliver teaching and learning that is exceptional every day and the focus on students' learning should not be disrupted.
- Any policy regarding mobile phones should seek to support our existing Acceptable Use and Behaviour policies.

## RATIONALE

- Whilst we acknowledge that mobile phones can be of use at school, it should be recognised that increasing mobile phone use has the potential to undermine the above over-arching principles.
- There have been instances of poorly judged use of mobile phones at school by some students, which have disrupted learning and caused distress. This is unacceptable.
- Research demonstrates that students perform better academically at institutions where mobile phone use is restricted.
- Our young people should be encouraged to develop important social and interpersonal skills by being encouraged to interact face to face rather than through the medium of their mobile phone.

## DETAILS AND PROCEDURES

- **Please note the following rules also apply to smart/apple watches so we recommend these are not worn to school, to avoid temptation.**
- **Mobile phones can be brought to school but must remain off or silent and completely out of view on-site at all times this includes headphone attachments.**
- Any phone in view during school hours will be confiscated, logged and securely held until the end of the school day, at which point it can be collected by its owner.
- If a student wishes to contact home they must go to reception and request that the office makes contact.
- Repeat offenders will be sanctioned in line with the existing behaviour policy.
- Unacceptable use of mobile phones will also result in further sanctions (detail provided below).
- The school will not be held responsible for missing or damaged mobile phones, and any theft or damage that occurs either on the way to and from school, or in

school, will not be investigated by the school. Mobile phones are brought into school at the owner's risk.

- In certain cases, such as issues pertaining to Child Protection, it may be deemed necessary to pass a confiscated phone to or seek advice from the police.
- In issues relating to unauthorised video or photos, the student responsible will be required to delete these in the presence of a parent or carer and a representative of the school.
- If parents need to contact students, they should do so by contacting the school office (01243 792690) or [office@chichesterfreeschool.org.uk](mailto:office@chichesterfreeschool.org.uk).
- Members of staff will be expected to model appropriate mobile phone use during school hours.
- Mobile phones can only be used by students at school and between the hours of 8:20am and 4.30pm under the direct guidance or supervision of a member of staff.

Scenario	Possible Outcome
Mobile phone and headphones visible in school	Phone is confiscated by member of staff and inserted in an envelope on which student's name is written. Phone is logged and held centrally and securely. Owner can retrieve the phone by signing for it at the end of the day.
Confiscation of mobile phone twice in any one half-term.	Confiscation procedure as above. Student receives an afterschool detention for failure to comply with school rules.
Confiscation of mobile phone three times in any one half-term.	Confiscation procedure as above. Student is internally excluded for one day.
Refusal to hand over mobile phone.	Student will be appropriately sanctioned and this may include a fixed period of internal exclusion. In some cases of non-compliance where rudeness is involved, it may be necessary to extend the period of internal exclusion or change the sanction to a fixed term external exclusion.
Recording and/or sharing of unauthorised video and/or images.	Confiscation procedures as above. 1 day internal exclusion with possible exclusion depending on the severity of the situation. Phone will only be returned following a parental meeting at which images and/or video will be deleted.



	If the material constitutes a Child Protection risk, the phone will be handed over to the police.
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This policy complements and supports a range of other policies, including:

- Behaviour policy
- Anti-bullying policy
- Acceptable Use of ICT policy
- Child protection policy