

Mobile Phone Acceptable Use Policy

Let no corrupting talk come out of your mouths, but only such as is good for building up, as fits the occasion, that it may give grace to those who hear.
Ephesians 4:29



At The Cathedral Catholic School we are safe and cared for; we make Christ known and loved, using his example to strive for excellence in all we do.

In close partnership with parents and the parish of The Cathedral and St Thomas More, we aim to deliver an outstanding and distinctive Catholic education with Christ at its heart. Each person's unique value is recognised and nurtured so that, through God's grace we can grow, learn and realise our full potential.

We use our gifts and talents for the glory of God and in the loving service of others, proclaiming the Gospel and striving for the values of the Kingdom of God.

We profess our faith proudly and recognise that we are called to a loving relationship with God through the sacraments, scripture and prayer.

The widespread ownership of mobile phones requires that school administrators, teachers, pupils and parents take steps to ensure that mobile phones are used responsibly at school. Mobile phone technology has advanced significantly over the last few years – and it continues to evolve. Wireless connections in particular have extended the capabilities of mobile phones, enabling access to a wide range of new content and services globally. Many phones now offer Internet and email access, alongside the most often standard functions of messaging, camera, video and sound recording. Mobile phones, alongside other forms of technology are changing the way and speed in which we communicate. They can provide security and reassurance: however there are also associated risks. Children and young people need to understand these risks in order to help them develop appropriate strategies for keeping themselves safe.

At The Cathedral RC Primary School we discourage pupils from bringing phones to school. However in a few cases parents may wish to give their children mobile phones to protect them from everyday risks involving personal security and safety whilst they are travelling to and from school. It is acknowledged that providing a child with a mobile phone gives parents reassurance that the child can contact a parent if they need to speak to them urgently on their way to or from school.

In the light of these circumstances The Cathedral has established the following Acceptable Use Policy for mobile phones that provides teachers, pupils and parents guidelines and instructions for the appropriate use of mobile phones during school.

Application

- Staff, pupils, their parents or guardians must read and understand the Acceptable Use Policy before pupils are given permission to bring mobile phones to school.
- The Acceptable Use Policy for mobile phones applies to pupils during school hours on the school site. Mobile phones are not permitted on school trips or residential visits.

Responsibility

- It is the responsibility of staff and pupils who bring mobile phones to school to abide by the guidelines outlined in this document.
- The decision to provide a mobile phone to their children should be made by parents or guardians. Parents should be aware that their child takes a mobile phone to school. The mobile phone will be kept by the class teacher in a box in the classroom. This request is only available for Year 6 children.

Guidance

- If pupils bring a mobile phone to school, the phones must be switched off while pupils are in class, the school building and the school grounds.
- Pupils should mark their mobile phones clearly with their name.
- Pupils who bring a mobile phone to school should NEVER leave it in their coat/bag when they arrive. To reduce the risk of damage or theft during school hours, mobile phones will be collected by the class teacher and locked securely away.
- The school accepts no responsibility for replacing lost, stolen or damaged stolen phones.
- The school accepts no responsibility for pupils who lose or have their mobile phones stolen while travelling to and from school.
- Any mobile phones seen on the school premises being used at an inappropriate time will be confiscated immediately by a member of staff until the end of the day. At this time, it will be the responsibility of the parents to collect the phone from school, NOT the pupils. If a pupil is found taking photographs or video with a mobile phone

of anyone, this will be regarded as a serious offence and disciplinary action will be taken.

- Pupils are advised not to use their mobile phones as they walk to school, unless there is an emergency, as there have been traffic incidents involving pupils who are texting or talking on the phone and not paying full attention to their road use.

Guidance for Adults on Site

In the interests of equality, and to further promote safety, the guidance applies to any individual who has a mobile phone on site, including children, parents and visitors, as detailed below:

Practitioners are permitted to have their mobile phones about their person: however there is a clear expectation that all personal use is limited to allocated lunch and/or tea breaks.

Other than in agreed exceptional circumstances, phones must be switched off/or put on silent and calls and texts must not be taken or made during work time.

Practitioners are not permitted, in any circumstances to use their phones for taking, recording or sharing images. Practitioners are not permitted to use their own personal phones for contacting children, young people and their families within or outside of the setting, in a professional capacity.

Parents, visitors and contractors are respectfully requested not to use their mobile phones in any of the designated mobile free areas. Should phone calls and/or texts need to be taken or made, use is restricted to those areas not accessed by children in order to avoid any unnecessary disturbance or disruption to others.

On off-site trips, including residential, all accompanying adult helpers are permitted to have their mobile phones, but use is limited to agreed off duty times and away from the children.

Under no circumstances is any individual permitted to take images or make recordings on a mobile phone. Any individual bringing a personal device into the setting must ensure that it contains no inappropriate or illegal content.

Any breach of these procedures could lead to the Headteacher and governing body being informed and consequently disciplinary action according to the school's procedures.

This policy will be reviewed annually