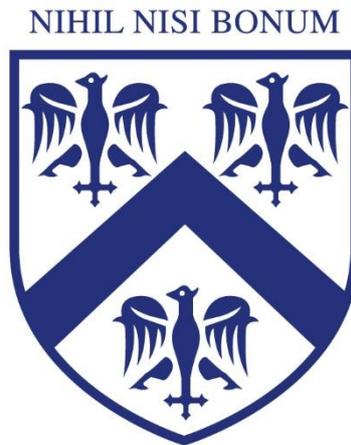


Birkdale High School



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High School**

Aspire - Thrive - Succeed

Mobile Phone Usage Policy



Birkdale High School Mobile Phone Usage Policy

<i>Date of Policy:</i>	<i>July 2019</i>
<i>Members of staff responsible:</i>	<i>Assistant Headteacher (David Pryor)</i>
<i>Review date:</i>	<i>July 2021 – every 2 years</i>

The use of mobile telephones

Birkdale High School accepts that mobile phones (and other portable devices) are now part of young people's culture and way of life and can have considerable value, particularly in relation to individuals' safety. Whilst having clear benefits, they can also present a considerable distraction to students' learning and engagement. We understand that students may wish to carry a mobile phone in order to contact their parents in an emergency whilst travelling to and from school. Mobile phones can, however, lead to safeguarding and well-being concerns such as digital addiction, online bullying, disruption to lessons and inappropriate internet usage. Whilst we acknowledge the importance of mobile phones, the purpose of the policy is to ensure that the negative effect they can have is minimised within school and that we promote a healthy, balanced approach to mobile technology with our students.

For these reasons, students' use of mobile phones is not permitted during school hours. Mobile phones are expected to be **turned off** at the school gate and should **not be seen or heard** whilst students are on school property.

At the end of the school day, students are only allowed to use their phone once they have exited the site. Students must be beyond the school gates before their mobile phone should be in view.

There are no justifiable reasons why students should have their phone out at any point during the school day. If students are caught with their phone out during the school day, whether actively using it or not, their phone will be confiscated. If there is an emergency which requires communication with home, students must speak to a member of staff (teaching or support) who will deal with the matter. Likewise, if parents need to contact their son they must do so through the school office.

Should a student have their mobile phone out whilst on school property:

First time: The phone will be taken off the student and placed in the office. A member of the office staff will record that the mobile phone has been confiscated on a centralised database and the name of the staff member who confiscated the phone.

The phone can be collected at the end of the school day at 3.15pm from the school office.

A text will be sent to the parents advising that their son's mobile telephone has been confiscated and they will be directed to read the school policy on mobile telephones on the school website.

Second Time: The phone will be taken off the student and placed in the office. A member of the office staff will record that the mobile phone has been confiscated on a centralised database, note the number of times confiscated and the name of the staff member who confiscated the phone.

The phone can be collected at the end of the school day at 3.15pm from the school office. The office will send a text home and this will be followed up by the student's Head of Year who will contact home to discuss the concerns further. The Head of Year will remind parents about the school's policy regarding the use of mobile phones and bring to their attention what will happen should their son have their phone confiscated a third time. An email will be sent by the HoY outlining the key points of the conversation.

Third Time: The phone will be taken off the student and placed in the office. A member of the office staff will record that the mobile phone has been confiscated on a centralised database, note the number of times confiscated and the name of the staff member who confiscated the phone.

The office will send a text home and this will be followed up by the student's Head of Year who will contact home to discuss the concerns further. They will also advise that their son will be attending an after school detention on Tuesday night for not following school policy. The Head of Year contacting home will also advise what will happen should their son be caught again with their phone in school. An email will be sent by the Head of Year outlining the key points of the conversation.

Fourth Time: The phone will be taken off the student and placed in the office. A member of the office staff will record that the mobile phone has been confiscated on a centralised database, note the number of times confiscated and the name of the staff member who confiscated the phone.

The office will send a text home and this will be followed up by a phone call from a member of the Senior Leadership Team to advise that the student has had his phone confiscated for a fourth time and that a parent will have to come and collect the phone and attend a meeting with a Senior Leader to discuss a total phone ban for their son in school. They will also advise that their son will be attending an after school detention on Tuesday for not following school policy.

The phone ban will be for a period of 4 weeks and during this time the student will be subjected to unannounced searches to ensure that they do not have a phone on their person. Students who have a phone ban in place will not be permitted to place their mobile phone in the office in the morning and then collect at the end of the day.

Subsequent concerns

Should a student be caught with their mobile phone out on more than four occasions they will be placed into ICE for each time they are caught with their phone as well as being placed into a detention on Tuesday night.

Should a student be found in possession of a mobile phone whilst on a phone ban they will be placed into an after school detention on Tuesday for not following school policy. The student's ban will also start again.

The data relating to the confiscation of mobile telephones will be reset at the start of each academic year. Greater restrictions / sanctions / monitoring may apply to individual students based on the previous years data but any decision made in relation to this will be clearly outlined to the parents and students concerned.

Student Searches

Our duty of care for students extends beyond the school gates. In instances where we have been notified, or have suspicions of, potential cyber bullying that has a direct impact on the students in our care, then students can expect to have a sanction imposed on them whilst at school. The School reserves the right to search the content of any mobile phone on the school premises where there is a reasonable suspicion that it may contain illegal or undesirable material, including pornography or violence, or material used for bullying purposes.

Members of the Pastoral Team and the Senior Leadership Team have the authority to check and supervise the removal of any inappropriate material from a student's mobile phone. Dependent upon the content it may also be deemed appropriate to contact the police for further guidance and support.

Students bring valuable items into school at their own risk and lost or damaged possessions are not covered by school insurance. The school will, however, investigate any malicious issues of valuable items going missing, but holds no responsibility for them. Any parents who need to contact their child during the school day should contact the school receptionist who will relay the message.

Education

Birkdale High School recognises its responsibility to educate students to use their mobile phone responsibly and will work alongside parents in ensuring that students are educated about the appropriate and safe use of mobile phone technology. Education around the use of mobile phones and other such technologies will be done via assemblies and PSHCE Days with the potential for external presenters as and when appropriate. For some students there may be a more bespoke package of education surrounding the issue of mobile technology should it be deemed appropriate to do so.