



# MOBILE AND SMART TECHNOLOGY POLICY



## Document Status -

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<b>Committee/Approver of Policy</b>	Health, Safety & Safeguarding Committee

## **Students' Mobile Phone and Personal Electronic Device Policy Legal Framework**

This policy has due regard to all relevant legislation and statutory guidance including, but not limited to, the following:

- ✓ DfE (September 2023) 'Keeping children safe in education'
- ✓ DfE (July 2022) 'Searching, screening and confiscation'
- ✓ The Data Protection Act 2018

This policy operates in conjunction with the following school policies:

- ✓ Anti-bullying Policy
- ✓ E-safety Policy
- ✓ Data Protection Policy
- ✓ Child Protection and Safeguarding Policy
- ✓ Behaviour Policy

### **Rationale**

All points in this policy apply to any device which is internet-enabled including all:

- Mobile phones including Android phones, Phones, Smartphones.
- Personal Digital Assistants.
- Handheld entertainment systems and associated equipment including games consoles, MP3 players, iPods and earphones.
- Portable internet devices such as ipads.
- Internet-enabled watches including Smart watches, GPS watches, FitBits, Fitness Trackers.
- Electronic reading devices (E-Readers) including Kindles.

Hollinswood Primary School & Nursery's policy regarding mobile phones and all of the above electronic devices is that they should not be used at all on the school site for the following reasons:

- Using these items during the school day could potentially disrupt teaching and learning.
- Some of these devices can be used to bully, harass or emotionally harm others.
- As mobile phones and other personal electronic devices are equipped to record sound, take photographs and video images, this technology is open to significant abuse.
- Devices with cameras present risk to vulnerable students and students in vulnerable situations such as in the toilets.
- The devices listed above are not permitted in rooms where exams are taking place.
- These items are usually of high value and are therefore at risk of being stolen in school or on the way to or from school.

### **Mobile Phones and Personal Electronic Devices**

Clearly the presence of mobile phones and personal electronic devices in school could cause disruption to teaching and learning and can present safeguarding risks to children and staff.

Therefore, mobile phones and other personal electronic devices must be switched off before children enter the school site. Upon entering school, any electronic device must be handed in to the child's class teacher or teaching assistant, who will store the device securely in the school office. The child will be given the electronic device back at the end of the school day; they should not be switched on again until the child has left the school site.

If mobile phones or other electronic devices are seen being used on the school site, they may be confiscated. This means they could be sent to the Main Office, placed in a named envelope, locked away and will need to be collected by a parent or carer.

In any case where a mobile phone or any other personal electronic device is used in school to:

- Record, store, transmit, post or send inappropriate sound, photographs or video images.
- Send abusive, threatening, intimidating or inappropriate messages.
- Make abusive, threatening, intimidating or inappropriate phone calls including 'prank calling'.
- Create Youth Produced Sexual Imagery.
- Groom or radicalise another person.

The following types of action will be taken:

- The mobile phone or personal electronic device will be confiscated, and the data will be interrogated by school in line with guidance in paragraph 57 and 74 of Searching Screening and Confiscation (DFE 2022).
- Parents/carers will be informed.
- Children may be requested to either delete or keep data.
- The police and/or social care may be informed.
- The Channel Panel may be informed.
- A school sanction such as an exclusion may be applied.

Any parent/carers wishing to contact their child will be able to contact the Main Office. The message will then be passed to the child. If a child needs to contact their parents/carers, they should go to the school office who will do this for them.

We recognise that some parents/carers may want their children to bring mobile phones to school for safety reasons when travelling to/from school. Parents/carers should be aware that we take no responsibility for replacing lost, stolen or damaged mobile phones or personal electronic devices either at school or travelling to or from school. Mobile phones and other personal electronic devices brought into school are done so at the owner's risk.

