



# Mobile Phone Policy

**St Richard Reynolds Catholic High School**

**Policy: Mobile Phone**

**Date of publication:** Sept 2022

**Date of approval by Governing Body:** n/a

**Date of next review:** as required

## Mobile Phone Policy Review

### **Our current policy states the following:**

The College is committed to helping pupils to use new technologies as safely as possible. The College Code of Conduct and Behaviour Policy may be applied to e-safety incidents which occur outside College if they impact significantly on our community. However, the key responsibility for protecting children online outside of school hours remains with parents.

Mobile phones may be brought into school. They should remain out of sight and turned off unless a teacher has given permission for phones to be used for learning. This applies before and after the College day and for every student on the College site. It is the responsibility of the child to ensure that his or her phone is kept securely and the College does not take responsibility for theft or loss.

### **Aims**

In response to an apparent increase in mobile phone usage on the College premises, changes to the mobile phone policy will aim to drastically cut instances of misuse in and around the College site and help cut-down on cyber bullying.

- Students should ensure that all electronic devices are switched off when on the College premises between the hours of 8:00am and 3:00pm. Any devices should not be seen.
- In the instance that a student is seen with a mobile phone, the device will be confiscated for a period of 72 hours.
- In the instance a mobile phone 'goes off' in a student's pocket, their phone will be confiscated until the end of the day
- The member of staff involved in the confiscation of the device is responsible for ensuring the incident is logged on Sims/Classcharts. Megan Neligan will then arrange for a letter to be sent home to parents informing them of the confiscation for a period of 72 hours. The confiscated phone will be kept securely in Student Services.
- If a student has their phone confiscated for a second time, it will be kept for a period of one week. The confiscated phone will be kept securely in Student Services.
- Students are not permitted to use smart watches. The policy concerning the use of mobile phones on the College site applies to the use of smart watches.