



BROUGHTON
HIGH SCHOOL

Achieving Together

SCHOOL MOBILE PHONE POLICY

Last Updated	October 2023
Approved by the Governing Body	Autumn Term 2023
Date to Review	2024-2025

Mobile Phones (and similar mobile/electronic devices)

The school recognises that mobile phones are now an important aspect of everyone's life and have considerable value, particularly in relation to individual safety. The school therefore accepts that pupils are allowed to bring mobiles to the school, but that use is limited and restricted.

The school aims to educate pupils in the responsible use of technology.

Responsible use of mobile phones

Pupils must use phones and all digital equipment responsibly at all times.

1. Pupils must ensure that files stored on their phones do not contain violent, degrading or pornographic images. The transmission of some information is a criminal offence. Pupils found to be responsible for this will have their phone confiscated with further sanctions attached as deemed appropriate in the behaviour policy. It will be returned to their parent / carer, or passed to the Police.
2. Cyber-bullying is completely unacceptable, pupils found to be responsible for this will have their phone confiscated; it will be returned to their parent / carer, or passed to the Police.

Pupils are educated on the safe use of social media and online/phone activity through assemblies and in PSHE, in an attempt to prevent such incidents occurring, as well as advising pupils where to go for support should they become aware of any inappropriate text or image.

3. The school is a work place; (mobile phones must be switched off and stored away before entering the school site. Phones may be turned on again after 3pm when they are outside of the school building, to allow pupils the opportunity to contact parents).

Note: All points in this policy apply to phones and any similar digital devices (eg. smart watches).

Rules

1. Whilst the Governors give permission for phones to be brought to the school, responsibility for the phone rests with the pupil: the school will take no liability for loss or damage caused to these items whilst in the possession of pupils on the school premises. The school does not give permission for other digital equipment to be brought into school and all mobile/digital devices should remain at **home**. The school bears no responsibility for confiscated items.
2. **Pupils must store their phone away before entering the school site; they can only be used again after 3pm onwards** (we understand pupil's may need to contact home regarding transport). This means that phones must not be used for example, for making calls, checking the time and texting. Phones etc must not be visible **during or between lessons**; they must be switched off and stored in the pupil's bag or pocket. The exception to this is that in certain lessons a teacher may give permission to use their

mobile phones to help enhance the lesson or to fulfil a learning objective to improve the knowledge of how a mobile phone can be used as a useful communication device or to complete a school-based questionnaire. Permission for this should be asked for in advance from the Headteacher.

3. Headphones must not be worn during or between lessons.
4. Smart watches can be worn, but only used as a device to check the time. Pupils caught scrolling through messages on the watch will have their watch confiscated, just as a mobile phone would be.
5. Pupils must not use phones or similar devices to broadcast music.
6. If phones and other digital equipment are used at incorrect times, pupils will be spoken to; these items will be confiscated and handed to the pastoral office at Pupil Reception. Items will be labelled with the pupil's name / tutor group and details of the confiscation will be recorded on Synergy under 'school rules- mobile phone'. A pupil will have to serve a break detention the following day and the phone can be collected by the pupil at the end of the school day. Failure to hand the teacher the phone when requested will result in a day in the Reflection room for failing to comply. If a pupil's phone is removed on three occasions in a half term they will receive an after school. If this reaches six occasions within the same time period, the pupil will remain in the Reflection room from 8:40-4pm. Parents will be informed prior to this in an attempt to de-escalate the situation.

If pupils persist using their mobile phone inappropriately, parents will be invited in to see the respective Head of Year or a member of the Pastoral team, with a possible period in the Reflection room.

7. If there is an emergency or possible illness which requires communication with home, pupils must speak to a member of staff who will deal with the matter. Pupils should not contact home if they feel ill. That responsibility rests with the school office/receptionist/relevant member of staff. In an emergency, parents/carers should phone Reception and a message will be taken to the pupil. **Phone calls to pupils should not be made during the day. Pupils may request to call home from Pupil Reception.**
8. Mobile phones cannot be in the possession of anyone in an examination room. Pupils are also asked to remove all watches (including smart watches), as per exam policy. Breach of this rule will lead to invalidation of that examination and potentially other examinations.

By allowing pupils to bring mobile phones into school under the terms and conditions set out above, this will increase pupil safety, especially when travelling to and from school. We expect all pupils to demonstrate a mature and responsible attitude in relation to their use of such equipment and to follow the school policy guidelines at all times.

The implementation of this policy will continue to be monitored throughout the year and the policy will be reviewed and amended accordingly.