

# Mobile Phone Policy

Approved by [Committee) on	19th Oct 23
Next review date:	Oct 2024
Signed by [Chair of Governors/Chair of Committee]:	

# MOBILE PHONES

**to include wireless headphones, earbuds and smart watches.**

We recommend that mobile phones, smart watches and earbuds are **not** brought to school as they are not essential. However, if you wish your child to bring either of these items to school, the following code of conduct must be followed.

If seen or heard, phones will be confiscated and can be collected by the student at the end of the school day on the first occasion; on the second occasion, by parents/carers. Refusal to hand over a phone will lead to IX (internal isolation) until the matter is resolved.

1. Mobile phones\*/earbuds/smart watches should not be in use between 8:45-15:05 and turned off. In emergencies a teacher or another member of staff is always available. Students must go to Student Reception should they need to contact home.
2. Parents/carers can contact students via the school by phone on 01403 787200 or by email at [office@theweald.org.uk](mailto:office@theweald.org.uk), or alternatively please see our 'Contact Us' part of our website [here](#). We know that schools which follow this approach achieve the highest expectations and outcomes for their students.
3. Students with medical conditions who require constant access to their phones are of course exempt.
4. Voice, text messages, pictures or videos should never be sent or received in lessons, assemblies, interviews, tests and examinations. The exam boards stipulate that any use of phones in examinations will lead to disqualification.
5. Personal mobile phones that incorporate cameras must not be used to take photographs or videos in any circumstances, or at any time, in any situation. The school has devices for students to take photos for educational reasons with the explicit permission of a teacher.
6. Personal mobile phones that incorporate voice recorders must not be used with this function at any time.
7. During school time students must follow the correct procedures for leaving the school site and must not use their mobile phone to contact their parents directly. They should report to the medical room or front reception. Parents will then be contacted. The students will be allowed to leave for medical appointments on production of a letter from parents.
8. Students should not use their mobile phone for any form of bullying or any illegal activity. If this is suspected then it will be investigated and parents involved using normal school processes. If the bullying took place outside school but impacts on student attitude and behaviour in school, it is of school business. In extreme circumstances the police or the child protection officer may be involved.

9. Students must realise that bringing an expensive mobile phone or earbuds to school is a risk. Theft is always possible. Parents must realise the loss or theft of either a mobile phone or earbuds is the responsibility of the parent or student and not of the school. It is the responsibility of the student not to leave their mobile phone or earbuds unattended in a bag or in the changing rooms. In PE activities mobile phones should be handed to a teacher.
10. The school reserves the right, as part of an investigation, with the agreement of the student, to search the contents of a mobile phone memory. If agreement is not reached the mobile phone will be confiscated and parents will be contacted to request a search. If agreement cannot be reached with a parent, the matter will be referred to the police if there are grounds to suspect any illegal activity.

\*Mobile phones is the generic term used to encompass any form of electronic communications equipment.

Updated September 2023