

To aspire, endeavour and thrive together

Mobile Phone Policy

Revision	Authorised by	Date	Adopted by	Date
Devised Dec 2018	Executive Headteacher	May 2019	R&S Committee	20/05/19
Updated June 2021	Governors	July 2021	LGB Committee	06/07/2021
Updated June 2024	Deputy Headteacher	June 2024	LGB	25/06/2024

Revision	Date	Description of Changes
Updated Policy	June 2021	Stored in school bags (not blazers), addition of smart watches, earphones, ear buds, escalation of sanctions including detention timings
Updated Policy	June 2024	<p>Page 3 Bullet points: 6 On the first occasion on which a student's phone is confiscated, they will be handed the phone back at the end of their detention. Parents will be notified that if the phone is confiscated again they will be required to collect it in person from reception.</p> <p>7. On the second occasion (and all subsequent occasions after that) on which their phone is confiscated the parent/carer will be contacted by phone and asked to collect the phone in person.</p> <p>N.B. Please note reception closes at 4pm</p>

Approved by: LGB **Date:** 20/06/2024

Last reviewed on: June 2024

Next review due by: June 2027

Our Vision

'To aspire, endeavour and thrive together'

Our Mission

To develop in each of our students the academic skills, learning habits, values and character traits necessary to thrive and achieve excellence

Our Values

At Glossopdale School & Sixth Form, we place great emphasis on building strong character traits in all of our students. We firmly believe that strength of character is the fundamental cornerstone of academic success.

We have used the word THRIVE as an acronym to encapsulate our values. Each of the letters stand for a character trait we want to see our students develop whilst at Glossopdale School & Sixth Form.

- **T**- Tenacity
- **H**- Hard work
- **R**- Responsibility
- **I**- Independence
- **V**- Visionary
- **E**- Excellence

Mobile Phone & Mobile Device Policy

This policy sets out the school's framework for determining what is 'acceptable' and 'unacceptable' use of mobile phone technology by students whilst they are at school. The purpose of this policy is to prevent unacceptable use of mobile phones, camera- phones, smart watches and mp3 players by students, and thereby to protect the School's staff and students from undesirable materials, filming, intimidation or harassment. This policy also supports the learning and development of all students, due to the distractions that mobile phones and associated technologies can cause in school.

Note: For the purposes of this policy, all references to 'mobile phones' should be taken to include camera phones, smart watches, earphones, earbuds and mp3 players, even for those which do not incorporate communications technology.

It is recognised that this policy must be reviewed and revised regularly in response to developments in technology.

Rationale:

At Glossopdale School and Sixth Form, we are aware that some students carry mobile phones and devices for reasons of personal safety and practicality whilst travelling to and from school. However, this should be balanced against the possible dangers and problems that can arise from the use of mobile phones and devices in school such as:

- the impact on learning due to the continual distraction that they provide
- bullying through SMS or other means
- possession or transmission of inappropriate/unlawful images
- filming of individuals without their permission
- general nuisance in the classroom and social areas
- accessing inappropriate websites on the internet
- theft/damage to or loss of phones and devices and the resultant loss of staff time due to investigations

We also want to encourage students to talk to each other and develop friendship groups at break and lunchtime as opposed to using their mobile phone

The Policy:

1. If a mobile phone is brought into school, it is entirely at the students' & parents'/carers' own risk. The School accepts no responsibility for the loss, theft or damage of any phone, smart watch, mp3 player or other mobile device brought into school
2. Mobile phones which are brought into school must be turned off (not placed on silent) and stored out of sight (in school bags not blazer pockets) immediately from the moment that the student enters the school building. They must remain turned off and in school bags until the student has left the school building at the end of their day. This includes break-time and lunchtime
3. If a mobile phone is seen by a member of staff, that member of staff will be required to confiscate it immediately. If this is in class time the 'on call' team will collect the phone and it will be taken to reception to be held securely (inside an envelope with the student's name clearly marked on it)
4. If this is during break or lunchtime or before/after school, the member of staff will store it in a safe area and then will take it to reception at the earliest opportunity, again to be stored in a sealed envelope with the student's name clearly marked on
5. When a mobile phone is confiscated, the matter will be recorded on the student's behaviour log on Bromcom and they will be issued with a 20-minute detention on the day which their phone is confiscated.
6. On the first occasion on which a student's phone is confiscated, they will be handed the phone back at the end of their detention. Parents will be notified that if the phone is confiscated again they will be required to collect it in person from reception.
7. On the second occasion (and all subsequent occasions after that) on which their phone is confiscated the parent/carer will be contacted by phone and asked to collect the phone in person.
N.B. Please note reception closes at 4pm
8. Any student who refuses to hand over a mobile phone when requested to do so will be removed from their lesson and the refusal will be treated as a disciplinary matter; the removal will result in a C4 40 minute detention. Should the student continue to refuse to hand the phone over once, such behaviour will result in an escalated sanction (isolation for the remainder of the day plus a 60-minute eslt detention)
9. It is forbidden to record photographic images (still or video) or sound recordings of staff or students at any time without their explicit permission
10. Any student caught filming another person (and/or uploading images or video onto the Internet) will have their phone confiscated. It will be treated as a disciplinary matter and their parents/carers will be informed. If the action is repeated, flagrant or of a serious nature, the matter will be treated as a serious

disciplinary issue. In such circumstances, the child's parents/carers will be informed and the Governing Body and/or Police may be notified

11. Glossopdale School & Sixth Form reserves the right to search the content of a confiscated device where there is a reasonable suspicion that it may contain undesirable material, including those, which promote pornography, violence, or bullying. If such material is found, it may be forwarded to the Police
12. As young adults, Sixth Form students are permitted to use mobile phones within the Sixth Form View only. Under no circumstances should phones be used in lessons or around corridors. If phones are in sight outside of this area they will be confiscated and returned at the end of the school day
13. The PE changing rooms are locked once students have left to go to their activity and re-opened when they return. Students are responsible for supervising their own belongings during the time in the changing facilities. Students and parents should be aware that mobile devices are particularly vulnerable to being stolen in changing rooms
14. **Where parents/carers or students need to contact each other during the school day, they must do so only through the School's telephone system (via Reception) and not via student mobile phones.** This includes obtaining contact due to forgotten items (e.g. PE kit) or when a student feels unwell. Student services First Aiders will contact parents/carers on behalf of the student