St Osmund's Catholic Primary School

Mobile Phones - Pupil Policy

While we fully acknowledge a parent's right to allow their child to bring a mobile phone to school if they walk to and from school without adult supervision, St Osmund's discourages pupils bringing mobile phones to school. In line with our safeguarding and child protection policy, pupils in Year 6 are allowed to walk home by themselves, with prior parental permission. If parents wish their child in lower year groups to walk home by themselves, then a meeting must be arranged with the DSL (Designated Safeguarding Lead) to discuss the arrangement.

When a child needs to bring a phone into school, an agreement document (see reverse) must be signed by the parent and the pupil. The phone must be left in the school office at the start of the day and collected at the end of the day. Phones are stored in individually labelled envelopes. Parents are advised that St Osmund's accept no liability for the loss or damage to mobile phones which are brought into school or school grounds.

Where a pupil is found by a member of staff to be using a mobile phone, the phone will be confiscated from the pupil, handed to a member of the office team who will record the name of the pupil and attach it to the phone. The mobile phone will be stored by the school office and parents will be informed that the mobile phone has been confiscated. A parent/guardian will need to collect the phone at the end of the school day. If there is a need for the pupil to have a mobile phone in school, then they must complete the agreement document and return it the next day.

If a pupil is found taking photographs or video footage with a mobile phone of either other pupils or teachers, this will be regarded as a serious offence and disciplinary action will be taken according to our Behaviour policy. If images of other pupils or teacher have been taken, the phone will not be returned to the pupil until the images have been removed by the pupil in the presence of a senior teacher. Pupils must not record or post any photograph or video that contains images of school staff, pupils, uniform, logo, property or equipment without prior consent from the Headteacher. (Please see more guidance on photographs and images in our safeguarding and child protection policy).

Should a pupil be found to be using their phone inappropriately, the school reserves the right to withdraw this privilege and they will no longer be able to bring a phone into school.

We ask that parents should talk to their children about the appropriate use of text messages as they can often be used to bully pupils.

Should parents need to contact pupils or vice versa during the school day, this should be done via the usual school procedure of contacting the school office via phone or email.

Pupils must not use their mobile phone on school premises, unless it is to contact a parent to say they have arrived safely at school. This must take place in the school office, just before handing it in for the day. Pupils cannot turn their mobile phones on until they are off the school premises.

If pupils attend a before or after school club, then they must hand in their phone before joining the club in the morning and collect it after the club has finished. They should not have their phones in their bags at any point. The school office is staffed between 8am and 5pm. After 5pm, any phones that are left are securely locked away until the next day.

If child is leaving the school premises early, for example for a sporting fixture, the member of staff supervising them will store the mobile phone until the event is completed.

Mobile Phone Agreement Form

Dear Parent/Carer

In accordance with our mobile phone pupil policy, if your child is bringing in a mobile phone to school on a regular basis, please could you and your child sign the form below to give your permission for your child to do this and to show that you and your child understand and agree to follow our school policy.

- Mobile phones must be handed into the school office first thing in the morning before going to class.
- The school bears no responsibility for the loss or damage to a mobile phone .
- The phone must be switched off when it is handed in at the school office.
- The phone must not be used on school premises, except for in the school office, to inform parents that you have arrived at school safely.
- Should your child be found using their phone inappropriately, the school reserves the right to withdraw this privilege and they will no longer be able to bring their phone into school.

Thank you.

Yours sincerely

Mrs M Lunney
Headteacher

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MOBILE PHONE PARENTAL CONSENT

I/we give permission for our child (name) …… in Year……to bring their mobile phone into school. We have read the policy and understand its implications.

Signed …….. Date…….

MOBILE PHONE PUPIL AGREEMENT

I (name) ……have read and understand the school's mobile phone – pupil policy. I agree to follow the school policy.

Signed …….. Date…….

PLEASE RETURN PERMISSION SLIP TO THE SCHOOL OFFICE. THANK YOU.