



# Cheam Park Farm Junior School

## Acceptable Use of Mobile Phones Policy

### **Purpose**

The widespread ownership of mobile phones among young people requires that school administrators, teachers, pupils and parents take steps to ensure that mobile phones are used responsibly at school. This Acceptable Use Policy is designed to ensure that potential issues involving mobile phones can be clearly identified and addressed, ensuring the benefits that mobile phones provide (such as increased safety) can continue to be enjoyed by our students.

Cheam Park Farm Junior School has established the following Acceptable Use Policy for mobile phones that provides teachers, pupils and parents guidelines and instructions for the appropriate use of mobile phones during school hours. Pupils, their parents or guardians must read and understand the Acceptable Use Policy before pupils are given permission to bring mobile phones to school.

**The school in no way encourages pupils to bring mobile phones and they must not be turned on at any time during the school day.** However, we do acknowledge that there may be occasions when parents of older children ask that they are brought on to the premises, to allow for their use on the journey to and from school. With parental permission, there may therefore be some situations when older children are allowed to bring a mobile phone to school.

The Acceptable Use policy for mobile phones also applies to students during school trips, residential trips and extra-curricular activities; phones are never permitted on any off site activity, however if they are brought or used on trips any children concerned will be disciplined.

### **Rationale - Personal safety and security**

Cheam Park Farm Junior School accepts that parents give their children mobile phones to protect them from everyday risks involving personal security and safety. There is also increasing concern about older children walking to school alone or travelling alone on public transport. It is acknowledged that providing a child with a mobile phone gives parents reassurance that they can contact their child if they need to speak to them urgently.

### **Responsibility**

It is the responsibility of pupils who bring mobile phones to school to abide by the guidelines outlined in this document. The decision to provide a mobile phone to their children should be made by parents or guardians.

Parents should be aware if their child takes a mobile phone to school and have provided signed permission to the school office before such an arrangement takes place.

Permission to have a mobile phone at school while under the school's supervision is dependent on parent/guardian permission in the form of a signed copy of this policy. Parents may revoke approval at any time.

Mobile phones must be handed into reception for safe keeping and collected at the end of the school day. **Parents accept that while every effort will be made to keep mobile phones safe and secure while on the school site they, like all personal possessions, are brought at the owner's own risk.**

### **Acceptable Uses**

Pupils should protect their phone numbers by only giving them to friends and keeping a note of who they have given them to. This can help protect the pupil's number from falling into the wrong hands and guard against the receipt of insulting, threatening or unpleasant voice, text and picture messages.

Pupils are advised not to use their mobile phones as they walk to school, unless there is an emergency, as there have been traffic incidents involving pupils who are texting or talking on the phone and not paying full attention to their road use.

### **Unacceptable Uses**

Mobile phones should not be used to make calls, send SMS messages, surf the internet, take photos or use any other application during school time.

Using mobile phones to bully and threaten other students is unacceptable and will not be tolerated. In some cases it can constitute criminal behaviour.

It is forbidden for students to "gang up" on another student to use their mobile phones to take pictures and videos of acts to denigrate and humiliate that student and then send the pictures to other students or upload it to a website for public viewing. This also includes using mobile phones to photograph or film any student without consent. It is a criminal offence to use a mobile phone to menace, harass or offend another person and almost all calls, text messages and emails can be traced.

Mobile phones are not to be used or taken into toilets or used in any situation that may cause embarrassment or discomfort to their fellow pupils, staff or visitors to the school.

If mobile phones are used inappropriately on the school site, or on the journey to or from school, the child involved will be disciplined following the procedures and sanctions outlined in the school's Behaviour Policy.

**Mobile phones are never permitted on any school trips or residential trips.**

### **Theft Or Damage**

Pupils should mark their mobile phone clearly with their name. Pupils who bring a mobile phone to school should NEVER leave it in their coat or bag when they arrive. To reduce the risk of theft during school hours, mobile phones will be kept

securely in the school office. Mobile phones that are found in the school should be handed into the office.

**The school accepts no responsibility for replacing lost, stolen or damaged mobile phones. The school accepts no responsibility for students who lose or have their mobile phones stolen while travelling to and from school.**

### **Inappropriate Conduct**

Any student who uses vulgar, derogatory, or obscene language while using a mobile phone will be subject to the school's Behaviour Policy and disciplined appropriately.

Pupils with mobile phones may not engage in personal attacks, harass another person, or post private information about another person using SMS messages, must not take, send or view photographs or other objectionable images, and must not make phone calls on the school site. If this occurs during the school day the pupil will be subject to the school's Behaviour Policy and disciplined appropriately.

### **Sanctions**

Children who infringe the rules set out in this document could face having their phones confiscated by teachers and their parents will be informed. Appropriate arrangements would then be made for the parents to collect the mobile phone. A repeated infringement will result in the withdrawal of the agreement to allow the student to bring the mobile phone to school.

**Children bringing a mobile phone to school without permission or those that break any rule relating to a mobile phone will be reported to the headteacher. The headteacher will apply an appropriate sanction and inform parents immediately.**

### **Policy Links**

Behaviour & Anti-Bullying Policy  
Child Protection Policy

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## **MOBILE PHONE AGREEMENT**

I return this signed Acceptance Use of Mobile Phones Policy as my agreement to the terms and conditions as set out within it by the Governing Body of the Cheam Park Farm Junior Academy Trust. My child may bring a mobile phone to school and will hand it in at the school office as soon as they arrive on the site. They will collect it at the end of the school day.

Signed..... Print Name.....

Parent / Guardian Of.....Class.....

Date.....