



NORRIS BANK MOBILE PHONE USE POLICY D190

Date of Update	Reason for Update	Next Update
October 2024	Safeguarding and child protection policy updated	October 2027

I. RATIONALE

Mobile phones have become an important and invaluable part of our modern lifestyle. The school understands there are times when possession of a mobile phone can provide a sense of safety and security while travelling to and from school, as well as enabling urgent calls or contact for parents. Given the primary school setting we should consider their use in this context. There are current concerns about the use of SMS to bully others and all students should be able to come to school feeling safe and secure. The school has a responsibility to balance the 'staying safe' element of Every Child Matters with the need for safeguarding of all which is a key part of this policy.

2. PURPOSE

The school aims to provide a happy, safe and stimulating learning environment for all students. The purpose of this policy is to ensure that mobile phone usage does not disrupt this learning environment.

3. IMPLEMENTATION

Pupils

- In general, students should not bring valuable items to school – as they can be easily lost or stolen, which is often distressing for a primary age child.
- If a mobile phone is required for reasons of specific safety or urgency then parents should negotiate with the headteacher how best to manage this. Usually this will involve the child delivering the phone to the office for safe keeping and picking it up again at the end of the day. This will only be for urgent situations and the pupil will be responsible for this.
- Pupils bring mobile phones to school at their own risk.
- Pupils bringing mobile phones to school without prior arrangement and written permission will be expected to turn the phone off, leave it at the office and request that their parents contact the school.
- It has always been the school's practice to pass on important messages to pupils throughout the day. This can be done by phoning the office and requesting that the message be given to the child. Therefore in most circumstances there will be no need for students to have a mobile phone in school.
- No mobile phones are to be taken on school visits, including residential trips.
- Any student found using a mobile phone in an inappropriate manner (bullying, harassing, intimidating) will have the phone confiscated and returned to the parent. The student would also be subject to appropriate behaviour sanctions.

Staff

- Mobile phones are to be switched off / silent during meetings, playground duty and class sessions and office hours. In the case of an urgent call staff should advise the school office and/or head teacher.
- Staff Mobile phones are not to be used to communicate with parents during school hours the school landline must be used for this purpose.
- Parents or students should contact staff through the school office – staff should not give out personal mobile phone numbers.
- Staff must not use their own personal phone to take pictures/images of the children.

Parents

Parents will be asked to turn phones off/ silent when volunteering in classrooms and attending assemblies and meetings so that there is no disruption.