

## CHESLYN HAY ACADEMY

### MANAGEMENT POLICY

#### **Mobile Phones and Earphones**

Over recent years there has been a huge culture shift regarding mobile phones, especially smartphones, earphones/buds and watches. They are used by the general public as a useful tool for much more than just making phone calls. A general ban in school is both near sighted and outdated and we believe that we should be preparing young people to use modern technology in a safe and responsible way.

Clearly any policy that includes approved use of mobile phones must be direct and precise. Also the abuse of this privilege must have clear direct consequences. A failure by a substantial number of students to adhere to this policy will result in a return to a complete ban on mobile phones.

- **Phones must be switched off or on silent during lessons and be placed in school bags**
- Students should not use their phones or earphones whilst walking along the corridors at any time of the day
- Students cannot play music through speakers
- Students cannot take any photographs of school property/environment
- Students cannot take any photographs of other pupils
- Students should ensure all devices are not seen, not hanging from their blazer, trousers or shirt
- Mobile phones are not allowed to be used in the classroom unless at direct request of Staff. Staff will never give permission for students to listen to their own music in class (even through headphones)
- If mobile devices are required as a teaching/learning tool then the teacher will give permission for mobile phones to be used (this permission will only be for that single lesson and cannot be used as permission in other lessons)
- Students cannot use a mobile phone or have smart watches in an exam – even as a calculator (as per exam board regulations)
- Mobile phones/smart watches are collected by exam invigilators prior to every public exam and are kept safely locked away until the exam finishes
- Students must always hand their phone in during an exam, or leave it at home.
- Students should NEVER take photos or film in or out of the classroom on a personal phone (it maybe a criminal offence and will be dealt with severely)
- Smart watches such as the Apple IWatch are not allowed in school, students wearing these will be asked to remove them and if they continue to wear them these will be confiscated and sent to reception to be collected at the end of the school day.
- *If mobile phones/smart watches or earphones are seen by staff during lesson times or social time they will be confiscated until the end of the day (Period 7 - 4.00pm). They will be placed in a confiscation envelope and sent to Reception (See the Prepare for Excellence (Pfe) booklet for further details)*
- If a student fails to hand over their phone to a member of staff when requested, this will result in an escalation of sanction and typically be placed in the refocus room for defiance

#### **Contact with parents/carers**

- Students cannot phone home from their mobile and arrange to go home.
- Parents should not contact students directly to arrange to pick them up
- The only way any arrangement with home can take place is through the school office and relevant staff members (Pastoral and Heads of Houses)
- If a student is ill they MUST see the Head of House or Pastoral SLT to get permission to go home
- If at any point a student misuses their phone or refuses to follow the above rules, the member of staff can confiscate the phone and follow the necessary protocols (as above)

## Disclaimer

Students are not required to have a mobile phone in school and we support parents who make the decision that this is not necessary by ensuring that students are able to use school landlines to contact parents in an emergency. Parents can, of course, contact the school via the school telephone (01922 416024). This policy does, however, recognise that the majority of our students do own a mobile phone. Any student who brings a mobile phone into school does so at their own risk and school will not be held responsible for any loss or damage.

Lead SLT member: CBK

Date of next review: 08 23

Reference Mobile Phone Policy: CBK 08 22