

TARLETON ACADEMY

Mobile Phone Policy

This policy has been formulated in relation to the Acceptable Use Policy. The purpose of the Mobile Phone Policy is to:

- Define acceptable standards of behaviour in relation to the use of mobile phones by students on the school premises.
- Ensure that all stakeholders are aware of the acceptable standards of behaviour in relation to the use of mobile phones.
- Ensure that standards are consistently and fairly applied.
- Define the protocol for monitoring behaviour in relation to mobile phone use.
- Define the penalties for misuse of a mobile phone anywhere on the school site.

Tarleton Academy seeks to create the conditions in which students take responsibility for their own behaviour and belongings. For this to take place, staff, students and parents should work to an agreed set of standards and targets. We wish to create an ethos which celebrates and reinforces achievement of those standards and which clearly identifies the consequences of a failure to work towards them. This Mobile Phone Policy will therefore clearly define the penalties for non-compliance and so create the conditions within school in which effective teaching and learning can take place and students achieve the highest possible standards.

Tarleton Academy seeks to build an effective partnership between the school and parents and will inform parents about the non-compliance of their children with this policy. Review and evaluation of this policy will take place on an annual basis.

The measures contained within this policy can, to such an extent as is reasonable, include measures to regulate and control the behaviour of students when they are not being educated within school, e.g. when attending college placements, the Eric Wright Centre, on work experience or on any other occasion when students are not on the school premises but are in the charge of the school.

Please note that this policy refers to CMIS (Computer Managed Information System), which is the school's information management system and contains all student related information. The use of CMIS is governed by the school's policies for Data Protection and the Freedom of information. All related incidents will be recorded using CMIS.

School responsibilities

The school will ensure that all students and stakeholders are informed of the Mobile Phone Policy via assemblies, publication of the Policy Booklet, the school 'Moodle' and website.

Please Note:

The school does not carry insurance to cover the accidental or deliberate loss or damage to any private possessions and therefore will not reimburse any student for

the loss/damage of a mobile phone whilst in school. Mobile phones should be clearly marked with the student's name.

The possession of mobile phones by students is acceptable to the school. We recognise that a mobile phone is a means of effective communication by students who may choose to stay at school for an extra-curricular activity or to visit their friends. Most students use their phones responsibly, however, in order to safeguard the privacy and integrity of all students the following rules must be applied.

- Mobile phones should be switched off and out of sight in all lessons (unless use is with the expressed permission of the class teacher), assemblies and when students are walking between lessons.
- The use of mobile phones to intimidate other students is unacceptable and constitutes a form of bullying. The production of offensive or threatening text messages whilst under the school's auspices is forbidden.
- The use of camera phones to film images of students is forbidden unless with their expressed permission.
- The filming/use of video footage is strictly forbidden.
- The filming of teachers/school staff is strictly forbidden.
- The use of mobile phones to transmit or show obscene/unacceptable images is strictly forbidden.

Protocol for non-compliance by students on school premises.

- Students using a mobile phone in a lesson without the expressed permission of the class teacher will have the phone confiscated by the teacher/member of staff. The phone will be returned to the student at the end of the school day. If a student repeatedly has his/her mobile phone confiscated, the parents will be invited into school to retrieve it.
- Students using a mobile phone to video/photograph any person (including staff) without the expressed permission of that person, **or** using the mobile phone to intimidate any other individual, **or** the transmission of obscene/unacceptable images, may result in the student being excluded from class, a fixed term exclusion from school, or a permanent exclusion from school. We reserve the right to refer such behaviour to the police under the Harassment Act 1997.
- The school reserves the right to view or download images contravening the Mobile Phone Policy, with the authority of the Headteacher, held on a student's mobile phone.

Parental responsibilities

The school is not in a position to be able to deal with threatening or offensive calls/text messages which are outside school time. Our advice to students and parents who may be in receipt of such messages is to refer such a matter to the police immediately.

Occasionally students may contact parents via their mobile phone regarding incidents involving other students. It is understandable that parents receiving such a call would be very

concerned about the welfare of their child, however we would be grateful if parents would avoid coming into school immediately to resolve the matter. May we ask that any parent who receives a call from their child, who may be in a distressed state, either refers the issue to a senior member of staff or telephones the school to make an appointment.

Students who feel unwell during the school day should not use their mobile phones to contact parents. Students should be referred to the General Office by a teacher. The staff in the General Office will contact parents to ensure the safe transport home of any child needing to leave the site for medical reasons.

Adopted by the Governing Body

Date: 12th February 2008