



# Acceptable Use Policy for Mobile Phones

## Introduction

We have established the following **Acceptable Use Policy** for mobile phones, providing parents and pupils with guidelines for their appropriate use. This policy must be read and understood by both parents and pupils before permission is granted for children to bring mobile phones to school. Generally, we discourage pupils from bringing phones to school for any reason. Older children (usually Y5/6) who walk home alone are the only ones with a legitimate reason to bring phones onto the school site.

## Acceptable Use:

1. This Acceptable Use Policy applies to pupils during school hours on the school site. Mobile phones are not permitted on school trips or residential trips.
2. If parents need to contact pupils for any reason during the school day, this should be done via the school office and not via the child's mobile phone.
3. If pupils bring a mobile phone to school, the phone must be switched off until they leave the school premises at the end of the day.
4. Pupils must hand their mobile phones to their class teacher on arrival at school.
5. Pupils' mobile phones will be kept locked away until the end of the school day.
6. The school cannot be held responsible for the security of pupils' mobile phones at any time.
7. Pupils **must not use** mobile phones while on the school premises at any time. Mobile phones seen being used on the school premises during the school day will be confiscated immediately by a member of staff until the end of the day. At this time, it will be the responsibility of the parents to collect the phone from school, not the pupil. We ask parents to support this policy by not allowing the children to use their phones on the school site before/after school too.
8. If a pupil is found **taking photographs or videos** with a mobile phone on school property, at any time, this will be regarded as a potential safeguarding issue and appropriate action will be taken including a meeting with parents.

**If pupils do not abide by this Acceptable Use policy, they will be denied permission to bring phones into school.**