



**St. Cuthbert's RC Primary School**

You are unique, talented and loved by God



# **Mobile Phone Policy**

**Revised:  
October 2017**

## **PUPILS:**

At St Cuthbert's School we acknowledge that mobile phones are a feature of modern society and many children own one. However, increasing sophistication of mobile phone technology presents a number of issues for our school:

- Mobile phones can be valuable items and might render a child vulnerable to theft
- Mobile phones [and their cost and level of sophistication- or otherwise] can make children objects of envy and this could have implications with regard to discipline and potential cyber bullying
- Use of phones with integrated cameras could lead to child protection and data protection issues with regard to inappropriate capture, use or distribution of images

We believe that we have a duty to help all children to understand the social and moral issues associated with the use of new technologies. Problems with mobile phones fall into three categories - text, speech and images:

- Extreme examples include 'cyber bullying' [When a person or a group of people uses the Internet, email, online games or any other kind of digital technology to threaten, tease, upset or humiliate someone else.]
- Camera and video phones combined with wireless technology enable children to make still images or videos of themselves or others and 'send' them to other phones or post them on the Internet. Sometimes these can be images that have been taken without the consent or even knowledge of the person involved. Occasionally, it can be with malicious intent.
- Children with 'wireless' or bluetooth phones can have unrestricted access to the Internet and are able to download material from other similar devices. Many Internet sites aim their content [text, music, images and videos] at children who can download or upload files and then share them by sending them to other mobile phones. On some sites, acceptable material, such as songs, cartoons or 'funny' videos, is presented alongside unacceptable material putting children at risk.

St Cuthbert's School discourages, and advises all parents to discourage children from bringing mobile phones to school on the grounds that they are valuable and may be lost or stolen. It is not realistic to prohibit phones being brought into school. We also accept that many parents have concerns about children who make their own way to and from school.

We have agreed to allow children in Year Five or Year Six to bring mobile phones with them to school under the conditions outlined in our policy. Phones should be handed into the school office or class teacher.

## **Responsibility for mobile phones**

The school accepts no responsibility or liability whatsoever for theft, loss or damage to mobile phones which are brought into the school.

It is the responsibility of the parent to ensure the mobile phone is:

- properly insured
- clearly labelled with the child's name
- in a protective cover for additional protection

It is the responsibility of the child to ensure their mobile phone is:

- switched off before coming on to school grounds and handed in to the office or their class teacher
- collected at the end of the day
- switched off until they have left the school grounds

Where a child is found with a mobile in school, including the playground:

- the phone will be taken from the child and placed in the office
- parents will be contacted to collect the phone

If any child is found taking [or is believed to have taken] photographs or video footage with a mobile phone of a child/children or an adult/adults, this will be regarded as a serious offence and the Headteacher will decide on appropriate disciplinary action. If images of other children or staff have been taken, the phone will not be returned to the child until the parent has been contacted and the images have been removed by the child or an appropriate adult under the supervision of the Headteacher or the Deputy in their absence.

#### **STAFF:**

- Staff must have their phones on 'silent' or switched off during class time.
- Staff may not make or receive calls during teaching time. If there are extreme circumstances (eg. sick relative) the member of staff will have made the headteacher aware of this and can have their phone in case of having to receive an emergency call.
- Calls/ texts must be made/ received in private during non-contact time.
- Phones will never be used to take photographs of children or to store their personal data.
- A school mobile will be carried to sporting fixtures away from school or on an educational visit for contacting parents in the event of an emergency.

#### **PARENTS AND VISITORS:**

Visitors and volunteers agree to follow the guidelines for the rest of the school staff (as above).

While we would prefer parents not to use their mobile phones while at school, we recognise that this would be impossible to regulate and that many parents see their phones as essential means of communication at all times.

We therefore ask that parents' usage of mobile phones, whilst on the school site is courteous and appropriate to the school environment.

We allow parents to photograph or video school events such as shows or sports day using their mobile phones – **but insist that parents do not publish images (e.g. on social networking sites) that include any children other than their own** (please refer to Guidance on the Use of Photographic Images and Videos of Children in Schools).

We will make you aware if there are children in the class who should not be photographed (not naming them), and you may be asked to refrain from photographing some events.

**We very much appreciate our parents' support in implementing this policy in order to keep your children/ our pupils safe.**

#### **Related Policies:**

E-Safety

Guidance on the Use of Photographic Images and Videos of Children in Schools