




# St Augustine's Catholic High School and Sixth Form

## Mobile Phone Policy

<b>Approved</b>		<b>Date</b>
<b>Principal</b> G T O'Connor		22.06.20
<b>Cycle of Review:</b> 3 years		
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# ST AUGUSTINE'S CATHOLIC HIGH SCHOOL AND SIXTH FORM

## DEVELOPING THE WHOLE PERSON

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### MOBILE PHONE POLICY

#### INTRODUCTION

When considering the use of mobile phones by school students in the school environment, several factors need to be considered:

- **Personal safety** – for many parents there is an overwhelming argument that their children are safer if they have access to a mobile phone. This is particularly so for their journeys to and from school.
- **Personal freedom** – young people see a great advantage in having a mobile phone because it increases their ability to contact not only their parents but also their friends. The ownership of a phone is a big step along the road to independence and to personal freedom.
- **Disruption to the learning environment** – unrestricted possession and use of mobile phones could cause significant disruption in school. This could be through annoyance to others in corridors and the dining area; loss of school teachers' valuable time in investigating lost or stolen phones; and, at the worst extreme, interruption of lessons caused by phones going off.

**Misuse of mobile phones.** This includes incidents of (but not limited to) of:

- Text bullying/intimidation messages
- Pornographic images/video
- Filming images of violence perpetrated by peer group for that purpose
- Inappropriate and unauthorised photography, both visual and sound recording
- Communication with a parent before the reporting of an incident
- Cheating in examinations/tests

The School therefore needs to balance the advantages of allowing mobile phones with the disadvantages identified. It has therefore been decided that mobile phones may be carried by students so they can use them travelling to and from school.

#### YEARS 9-11

- They must always be **switched off** during the school day.
- They must **not be used anywhere in the building or on the school site**. Messages left on the phone can be accessed at the end of the school day outside the school site only. Urgent messages from parents can be phoned through to the school office on 01527 550400. These will always be communicated to students.
- **In cases of emergency a student may ask permission from a member of staff to use a mobile phone or the school's own telephone.**
- Mobile phones are the students' own responsibility. If brought to school they must carry the owner's name. **Members of staff cannot take responsibility for lost phones. They will investigate their loss, as with other missing items, but cannot guarantee that they will be found.**

## **YEARS 12 & 13**

- Sixth Form students may use mobile phones in the Sixth Form Common Room and car park area but not in study areas or anywhere else on the site.

### ***NB Examining Board regulations ban possession of a mobile phone in any public examination.***

If this Code of Practice is breached, the following sanctions will operate:

- In the first instance, students will be instructed to hand the mobile phone into the student support office. The student may collect it at 3.50pm.
- On all subsequent occasions, within a school year, the phone must be handed into the student support office. Parents will be informed immediately and in the event that they are concerned about the student's journey home, will be encouraged to collect the phone at the end of the same school day.
- In cases where mobiles phones have been misused (eg they contain pornographic images, are used in incidents of filming images of violence perpetrated by peer group for that purpose) sanctions will be applied in line with the School's E-Safety Policy and parents will be informed and/or called to interview. In extreme cases of abuse, where mobile phones are used in a criminal activity, police will be informed.
- In those situations where mobile phones may be used to enhance teaching and learning in a lesson, their use will be allowed at the discretion of the teacher.

# Yondr Phone Pouch Procedure

The purpose of the phone pouch is to:

1. Safeguard against images being shared of staff/students without consent and
2. To remove a possible distraction from learning.

## STUDENT DOES NOT HAVE POUCH IN SCHOOL

### Student Forgot To Bring Pouch

Pastoral Admin to give student a spare pouch and record this on spare pouch log.

**Sanction: Break detention given for that day.**

If the student has forgotten the pouch already in the last week, then break and lunch detention should be given.

### Student Lost Pouch

Parents are contacted via text.

Replacement needs to be paid for - £7 via Parent Pay.

Student should hand phone in to Pastoral each day until £7 is paid.

### Student Has Damaged Pouch

Parents are contacted via text.

Replacement needs to be paid for - £7 via Parent Pay.

Student should hand phone in to Pastoral each day until £7 is paid.

Student collects phone at the end of each day.

**Sanction: 1 hour after school detention set.**

### Student Sent To Pastoral As They Have Been Caught Using Phone

**Sanction: 1 hour after school detention is issued.**

Student must put their phone in pouch.

Record on Class Charts.