



Belong... Believe... Achieve...

Islwyn High School

Use of Mobile Devices Policy

Reviewed by: Mrs N Bowden

Ratified by Governors: 08th June 2023

Date to be reviewed: 07th June 2028

Signed:

Mr J Hicks
Headteacher

Mr G Bryce
Chair of Governors

1. Purpose

The widespread ownership of mobile phones among young people requires that school administrators, teachers, pupils, and parents take steps to ensure that mobile phones are used responsibly at schools. This Islwyn High School policy is designed to ensure that potential issues involving mobile phones can be clearly identified and addressed, ensuring the benefits that mobile phones provide (such as increased safety) can continue to be enjoyed by our pupils. This policy for mobile phones also applies to pupils on school buses, during school excursions, residential activities and extra-curricular activities.

2. Rationale

2.1 Personal Safety and Security

Islwyn High School accepts that parents give their children mobile phones to protect them from everyday risks involving personal security and safety. There is also increasing concern about pupils travelling alone on public transport or commuting long distances to school. It is acknowledged that providing pupils with mobile phones gives parents reassurance that they can contact their children if they need to speak to them urgently.

3. Responsibility

It is the responsibility of pupils who bring mobile phones to school to abide by the guidelines outlined in this document. Parents should be aware if their child takes a mobile to school.

4. Acceptable Uses

4.1 Pupils are allowed to use their phones at break and lunchtime only.

Mobile phones are not necessary for educational purposes as all pupils have a Chrome book or access to a Chrome book.

4.2 Exceptions may be permitted only in special circumstances if the parent/carer specifically requests it. Such requests will be handled on a case-by-case basis and should be directed to the Deputy Head, Leading on Pastoral in the first instance. Parents/ carer are reminded that in cases of emergency, the school reception remains a vital and appropriate point of contact and can ensure your child is reached quickly and assisted in any appropriate way.

4.3 Pupils should protect their phone numbers by only giving them to friends and keeping a note of who they have given them to. This can help protect the pupil's number from falling into the wrong hands and guard against insulting, threatening or unpleasant voice, text and picture messages.

5. Unacceptable Uses

5.1 Pupils are not permitted to use their mobile phones in any lessons. Mobile phones belonging to all pupils should not be used to make calls, send SMS messages, surf the internet, take photos or use any other application during school lessons and other educational activities, such as assemblies. Pupils should only use their mobile phones during break and lunch.

5.2 It is forbidden for pupils to use their mobile phones to take videos and pictures of acts to denigrate and humiliate any member of the school community, and/or to send the pictures to other pupils or upload it to a website for public viewing. This includes using mobile phones to photograph or film any member of the school community without his/her consent. Using mobile phones to bully and threaten other members of the school community is unacceptable and will

not be tolerated. It can be a criminal offence to use a mobile phone to menace, harass or offend another person and almost all calls, text messages and emails can be traced.

Pupils using mobile phones to bully any member of the school community will face disciplinary action and it may be appropriate for the school to consider involving the police and/ or Children's Services. Mobile phones are not to be used in any situation that may cause embarrassment or discomfort to fellow pupils, staff or visitors to the school. Pupils must not use photo or video capability on mobile phones which could bring the school's name into disrepute.

5.3 Mobile phones/ smart watches etc. must not be taken into any exam situation. Any student found to be in possession of a mobile phone during an exam could be prevented from completing that and other public exams as a result.

6. Theft or Damage

6.1 Pupils should mark their mobile phones clearly with their names using an indelible ink.

6.2 To reduce the risk of theft during school hours, pupils who carry mobile phones are advised to keep them well concealed and not "advertise" that they have them.

6.3 Mobile phones that are found in the school and whose owner cannot be located **will** be handed in to Reception.

6.4 The school accepts no responsibility for replacing lost, stolen or damaged mobile phones.

6.5 The school accepts no responsibility for pupils who lose or have their mobile phones stolen or damaged travelling to and from school, during school trips, on residential activities and in extra-curricular time.

6.6 It is strongly advised that pupils use passwords/pin numbers to ensure that unauthorised phone calls cannot be made on their phones (e.g. by other pupils, or if stolen). Pupils must keep their password/pin numbers confidential. Mobile phones and/or passwords **should** not be shared.

7. Sanctions

7.1 Pupils who infringe the rules set out in this document will face having their phones confiscated by staff.

Any pupil that uses their phone in class will be asked by the teacher to hand over their phone and duty staff are to be called for the phone to be locked securely in the phone safe, clearly marked in an envelope with the pupils name and class. This will be recorded on Classcharts. Any mobiles that have been confiscated will be locked away in the phone safe for the remainder of the day and then collected at the end of the school day from the safe situated in the inclusion room.

7.2 If a pupil fails to hand over their mobile phone then duty staff will be called to collect the pupil, if the pupil hands over the phone to the duty staff then they can go back into lesson and the phone is locked in the safe. If they refuse to hand over the mobile phone they are taken to inclusion / internal exclusion, whereby parents are contacted to discuss the school's expectations regarding mobile phone use. Parents/ Carers may be asked to collect the mobile device themselves.

Once the mobile phone has been placed in the safe/ collected by parents/ carers the pupil can go back to lesson. The pupil will then be able to pick up their phone before leaving the school site as mentioned in 7.1.

7.3 Any pupil in the Inclusion / Internal exclusion room is expected to put their mobile phone in the safe for the day. Failure to do so will result in parents/ carers being contacted to discuss the expectations and collecting the device themselves.

7.4 Duty staff on bus duty will check in with the inclusion room staff to ensure all mobile phones have been collected before buses are released at the end of the school day.

8 Safeguarding concerns:

Refer to School Safeguarding policy for further information regarding these areas.

Peer on Peer Sexual Harassment/Harmful Sexual Behaviours (HSB)

8.1 The Welsh Government produced guidance in 2021 which provides education settings with practical tools to prevent and respond to instances of peer sexual abuse, exploitation and harmful sexual behaviour taking place both inside and outside of school. This includes digital abuse and exploitation. Our school will have clear policies to prevent and respond to instances of peer sexual abuse, exploitation and harmful sexual behaviour, so that all children can realise their right to be safe and their right to an education.

8.2 Children who have experienced peer sexual abuse, exploitation and harmful sexual behaviour will be supported to speak out, listened to and able to access the help they need, both in and out of this education setting. This school will implement a whole school approach in relation to sexual harassment and abuse by engaging with parents and working collaboratively in a successful multi agency approach in responding to peer sexual abuse, exploitation and harmful sexual behaviour. Resources and Guidance available **Appendix 1 Safeguarding policy**

Child Exploitation

8.3 Child Sexual Exploitation (CSE) is understood as a form of child sexual abuse. CSE and other safeguarding issues including Child Criminal Exploitation (CCE) are separate but related forms of child abuse.

8.4 CCE is largely associated with organised crime networks but children can also be criminally exploited by individuals or smaller groups. The picture for CSE is more likely to involve exploitation by individuals and smaller groups as well as organised crime networks. Children at risk of or abused through CSE should not be subject to a different process to other children at risk but should receive care, support and protection in line with statutory guidance and the Wales Safeguarding Procedures **Appendix 1.Safeguarding Policy**

Bullying

8.5 Everyone has the right to learn, free from the fear of bullying, whatever form that bullying may take. Bullying can be: physical like hitting or kicking; taking belongings; sexual harassment; name-calling; insulting and/or spreading rumours.

8.6 This school/setting is aware that, at a national level, cyber-bullying is on the increase and includes texting, social media comments or sending malicious emails.