

# **St. Peter's CE Primary School**

## **Mobile Phone Policy**

### **for staff, visitors, volunteers and pupils**

#### **Mission Statement**

Our children will enjoy learning and gaining new knowledge and understanding whilst working together in a caring Christian community.

They will be supported, nurtured and cared for which will help them make excellent progress and achieve to the very best of their ability. They will have high expectations and aspirations, be confident when working independently as well as able to work creatively and collaboratively as part of a team. They will celebrate victories and be unafraid of, and learn from, adversity. They will respect one another, be happy and hardworking and relish and rise to challenges that lie before them.

#### **Introduction**

St Peter's has a clear policy on mobile phones brought into school by different parties and this policy makes explicit reference to camera mobile phones. The only expectation is with proper permission from the HT or for the children if they are being used as part of a lesson.

#### **Camera Mobile Phones**

Camera mobile phones are now the norm and a built in digital camera enables users to take high resolution pictures. These can be sent instantly to other mobile phone users or email addresses. They can also be posted on the internet or in chat rooms. There is a potential for camera mobile phones to be misused in schools. They can become an instrument of bullying or harassment directed against pupils or/and teachers.

#### **Staff policy**

Staff use of mobile phones during their working day should be:

- outside of their contracted hours
- discreet and appropriate eg: not in the presence of pupils

Mobile phones should be switched off and left in a safe place during lesson times. The school cannot take responsibility for items that are lost or stolen.

Staff should never contact pupils or parents from their personal mobile phone or give their mobile phone number to pupils or parents. If a member of staff needs to make telephone contact with a pupil, they should use the school telephone in the office or the school mobile phone if out of school.

Staff should never send to, or accept from, colleagues or pupils, texts or images that could be viewed as inappropriate.

With regard to camera phones, a member of staff should never use their phone to photograph a pupil(s) or allow themselves to be photographed by pupils.

This guidance should be seen as a safeguard for members of staff, the school and the Local Authority. Staff should understand that failure to comply with the policy is likely to result in the enforcement of the Whistleblowing policy and associated procedures.

## **Parent, Visitors or Volunteers in School Policy**

Adults either in school or accompanying children on school trips should not use their cameras or mobile phone cameras to take pictures of pupils unless stated otherwise by the HT.

Adults, visitors or volunteers in school should only use their mobile phone within the confines of the school office or staff room. Personal cameras and mobile phone cameras should not be used to take pictures of children. If parents who accompany children on a school trip are asked by the teacher to take photos as a record of the educational visit, they will be issued with a school camera / IPAD. Parents accompanying children on school trips should not use their mobile cameras to take pictures of children.

## **Pupil Policy**

While we fully acknowledge a parent's right to allow their child to bring a mobile phone to school if they walk to and from school without adult supervision in Year 6, St Peter's discourages pupils bringing mobile phones to school due to the potential issues raised above. Also a mobile phone can often distract a child when walking/crossing the road but we appreciate a mobile phone can be of a comfort to the child and parent.

When a child needs to bring a phone into school, a permission slip (Appendix 1) must be signed by the parent and the phone must be left in the school office at the start of the day before entering school and collected at the end of the day. Phones should be clearly marked with their name so that each pupil and we know who owns the phone. Parents are advised that St Peter's accepts no liability for the loss or damage to mobile phones which are brought into school or school grounds.

Where a pupil is found by a member of staff

a.) to have a phone on site having not been handed in at the office, or

b.) to have brought a phone in without a permission slip

the phone will be confiscated from the pupil and handed to a member of the office team. The mobile phone will be stored in the school office. The parent will be contacted and asked to collect the phone at their earliest convenience. It will not be handed back to the pupil.

Signed on behalf of the governors	
Date	
Review Date	

**St. Peter's CE Primary School**

**Mobile Phone Parental Consent Form**

Dear Parent/Carer,

In accordance with our mobile phone policy, if your child is bringing in a mobile phone to school on a regular basis, please could you sign the form below to give your permission for your child to do this and remind them of our school policy.

- Your child needs to bring their phone (switched off) to the school office first thing in the morning before they go into school and collect on their way out.
- The school bears no responsibility for the loss or damage to a mobile phone
- Your child's phone should be appropriately marked (or in a container/envelope/small plastic bag labelled) with their name so that we all can recognise it
- Should your child be found using their phone inappropriately, the school reserves the right to withdraw this privilege and they will no longer be able to bring their phone into school.

Thank you.

Yours sincerely  
Nicola Gomersall  
Head teacher

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**MOBILE PHONE PARENTAL CONSENT**

I/we give permission for our child (name)

..... in Class / Year .....

to bring their mobile phone to school.

We have read the policy and understand its implications

Signed ..... Date.....

PLEASE RETURN PERMISSION SLIP TO THE SCHOOL OFFICE. THANK YOU.