

Acceptable Device Use Policy

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Purpose

Buile Hill Academy has established the following Acceptable Device Use Policy for mobile phones/mp3 players/listening devices etc.

The Acceptable Device Use Policy also applies to students during school trips, and extra-curricular activities.

Rationale

Personal safety and security

Buile Hill Academy accepts that parents/carers give their children mobile phones to protect them from everyday risks involving personal security and safety. There is also increasing concern about children travelling alone on public transport or commuting long distances to school. It is acknowledged that providing a child with a mobile phone gives parents reassurance that they can contact their child if they need to speak to them urgently out of school hours.

Responsibility

1. It is the responsibility of students who bring mobile phones/devices to school to abide by the guidelines outlined in this document.
2. Parents/carers should be aware if their child takes a mobile phone to school.
3. Pupils are responsible for keeping the school informed of their current mobile phone number.

Acceptable Uses

1. Mobile phones should be switched off and kept out of sight in a school bag/inside blazer pocket, during the school day and whilst on the school premises.
2. Parents/carers are reminded that in cases of emergency, the school office remains a vital and appropriate point of contact and can ensure your child is reached quickly and assisted in any appropriate way.
3. Students 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 student's number from falling into the wrong hands and guard against the receipt of insulting, threatening or unpleasant voice, text and picture messages.

Unacceptable Uses

1. Mobile phones should not be used to make calls, send SMS messages, surf the internet, take photos or use any other application during the school day, whilst on the school premises. Mobile phones are only to be used in the event of an emergency and with permission from a member of staff.
2. Mobile phones must not disrupt classroom lessons with ringtones, music or beeping.
3. Using mobile phones to bully and threaten other students is unacceptable and will not be tolerated. In some cases it can be considered criminal behaviour.

4. It is forbidden for students to “gang up” on another student and use their mobile phones to take videos and pictures of acts to denigrate and humiliate that student and then send the pictures to other students or upload it to a website for public viewing. This also includes using mobile phones to photograph or film any student without their consent. It is 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.
5. Mobile phones are not to be used or taken into changing rooms or toilets or used in any situation that may cause embarrassment or discomfort to their fellow students, staff or visitors to the school.

Inappropriate Use of Mobile Phones/MP3 Players/Listening Devices

1. If a mobile phone/mp3 player/listening device is seen by a member of staff, at any time throughout the school day, the item/s will be confiscated. The item/s will be held in a secure location and returned **at the end of the school day**.
2. If a mobile phone/mp3 player disrupts a lessons with ringtones, music or beeping at any time throughout the school day, the item/s will be confiscated. The item/s will be held in a secure location and returned **at the end of the school day**.
3. If items are confiscated from the same child on 3 separate occasions, parents will be expected to attend a meeting with a Head of Year.
4. Any student/s caught using a mobile phone to cheat in exams or controlled assessments will face disciplinary action as sanctioned by SLT.
5. Students using mobile phones to bully other students will face disciplinary action. (It should be noted that it is a criminal offence to use a mobile phone to menace, harass or offend another person. As such, if action as sanctioned by the head teacher is deemed ineffective, as with all such incidents, the school may consider it appropriate to involve the police.)

T Offord