

ASPIRE • BELIEVE • ACHIEVE



Prospect
School

Mobile Phones Policy

Mobile Phone Policy

We have carefully considered and analysed the impact of this policy on equality and the possible implications for students with protected characteristics, as part of our commitment to meet the Public Sector Equality Duty (PSED) requirement to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations.

GUIDING PRINCIPLES

- At Prospect School we believe that all students and members of staff have an absolute right to feel safe, valued and respected. We believe that all members of our school community should uphold the traditional values of nurture challenge and inspire.
- We believe that teaching staff should aim to deliver teaching and learning that is exceptional every day and the focus on students' learning should not be disrupted.
- Any policy regarding mobile phones should seek to support our existing Acceptable Use of ICT and Behaviour for Learning policies.

RATIONALE

- Whilst we acknowledge that mobile phones can be of use at school, it should be recognised that increasing mobile phone use has the potential to undermine the above over-arching principles.
- There have been instances of poorly judged use of mobile phones at school by some students, which have disrupted learning and caused distress. This is unacceptable.
- Research demonstrates that students perform better academically at institutions where mobile phone use is restricted.
- Our young people should be encouraged to develop important social and interpersonal skills by being encouraged to interact face to face rather than through the medium of their mobile phone.

DETAILS AND PROCEDURES

- Mobile phones can be brought to school but must remain off or silent and completely out of view on-site whenever a student is **on the school site**; this includes headphone attachments.
- Any phone in view during school hours will be confiscated, logged and securely held until the end of the school day, at which point it can be collected by its owner.
- If a student wishes to contact home they must go to reception and request that the office makes contact.
- Continued unacceptable use of mobile phones will result in further sanctions (detail provided below).

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- The school will not be held responsible for missing or damaged mobile phones, and any theft or damage that occurs either on the way to and from school, or in school, will not be investigated by the school. Mobile phones are brought into school at the owner's risk.
- In certain cases, such as issues pertaining to Safeguarding and/or Child Protection, it may be deemed necessary to pass a confiscated phone to, or seek advice from, the police.
- In issues relating to unauthorised video or photos, the student responsible will be required to delete these in the presence of a parent or carer and a representative of the school.
- If parents need to contact students, they should do so by contacting the school office (0118 959 0466 or enquiries@prospect.reading.sch.uk)
- Members of staff will be expected to model appropriate mobile phone use during school hours.
- There may be instances where the class teacher has planned a lesson in which the learning will be enhanced by the use of mobile phones. If the teacher believes that this is an appropriate use of technology, they must ensure that their use is carefully monitored throughout the learning. Provision must also be made for students who do not have a mobile phone to be able to fully engage in the learning.
- Sixth formers may use their mobile phones in the sixth form common room/areas, but outside these areas the same policy will apply as for all students.

Scenario	Possible Outcome
Mobile phone and ear/headphones visible on school site.	<p>Phone is confiscated by member of staff and inserted in a bag on which student's name is written.</p> <p>Phone is logged and held centrally and securely in Student Services.</p> <p>Owner can retrieve the phone by signing for it at the end of the day.</p> <p>Student receives one consequence (C1) point.</p>
Confiscation of mobile phone twice in any one half-term.	<p>Phone is confiscated by member of staff and inserted in a bag on which student's name is written.</p> <p>Phone is logged and held centrally and securely.</p>

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	<p>The phone can only be retrieved at the end of the week by parents.</p> <p>Student receives an afterschool detention (C2).</p>
Confiscation of mobile phone three times in any one half-term.	<p>Confiscation procedure as above. The phone can only be retrieved by parents at the end of that half term.</p> <p>Student is internally excluded for one day (C5).</p>
Refusal to hand over mobile phone.	<p>Student will be appropriately sanctioned, and this will include a fixed period of internal exclusion.</p> <p>In some cases of non-compliance where rudeness is involved, it may be necessary to extend the period of internal exclusion or change the sanction to a fixed term external exclusion.</p>
Recording and/or sharing of unauthorised video and/or images.	<p>Confiscation procedures as above.</p> <p>1-day internal exclusion with possible exclusion depending on the severity of the situation.</p> <p>Phone will only be returned following a parental meeting at which images and/or video will be deleted.</p> <p>If the material constitutes a Safeguarding/Child Protection risk, the phone may be handed over to the police.</p>

This policy complements and supports a range of other policies, including:

- Behaviour for Learning policy
- Anti-bullying policy
- Acceptable Use of ICT policy
- Safeguarding policy