



# Hunsley Primary Mobile Phone Policy

<p><b>Important:</b> This document can only be considered valid when viewed on the school website. If this document has been printed or saved to another location, you must check that the version number on your copy matches that of the document online.</p> <p><b>Name and Title of Author:</b></p>	<p>Lucy Hudson, Head of Hunsley Primary</p>
<p><b>Name of Responsible Committee/Individual:</b></p>	<p>Hunsley Primary Local Governing Body</p>
<p><b>Implementation Date:</b></p>	<p>Autumn 2020</p>
<p><b>Review Date:</b></p>	<p>Autumn 2022</p>
<p><b>Target Audience:</b></p>	<p>All Staff, Parents, Children</p>
<p><b>Version Control:</b></p>	<p>Version 1.0</p>
<p><b>With reference to the following Hunsley Primary policies:</b></p>	<p>Hunsley Primary Safeguarding Policy</p> <p>Hunsley Primary Behaviour, Sanctions and Rewards Policy</p> <p>Hunsley Primary PSHE Policy</p> <p>Hunsley Primary Medicines Policy</p> <p>Statement of Safe Use of Multi Media</p> <p>Hunsley Primary E-Safety Policy</p>

# Policy Contents

## Policy Statement

1. Purpose and Scope
2. Roles and Responsibilities
3. Equality and Diversity
4. Vision, Values and Ethos
5. Systems and Processes
6. Monitoring of Compliance with and Effectiveness of This Policy
7. Review

## Appendix

Mobile Device Agreement Form

## Policy Statement

Hunsley Primary has established the following policy for mobile phones that provides teachers, pupils and parents with guidelines and instructions for the appropriate use of mobile devices in school.

The policy for mobile phones applies to pupils across school, during the school day and during school extra-curricular activities which take place outside of school hours on the school site and when supervised by school staff.

### 1. Purpose and Scope

As a school, we are keen to embrace any technology that supports or enhances learning. We have an ongoing programme of maintenance and upgrading for all devices provided for use in school and will continue to ensure ICT is used to help pupils progress.

We are also increasingly aware of concerns regarding the impact mobile phones and other devices can have on pupil mental health and wellbeing. Recent research highlights the various risks to young people brought about by extensive use of mobile devices. The school would therefore like to protect pupils from these risks, helping to ensure they remain focused and engaged with their school work, as well as developing effective relationships with their peers and with school staff. With this in mind, the school currently considers that the distractions personal mobile devices such as phones can cause during school outweigh the benefits.

For this reason, the school is adopting a policy that prohibits the use of personal mobile phones and all similar personal communication technology during the school day. Hunsley Primary accepts that parents may choose to give their children mobile phones to protect them from everyday risks on their way to and from school, involving personal security and safety. For this reason, our policy does not extend to pupils as they travel to and from school and applies only within the bounds of the school site and/or in the context of school-led activities, including on-site extra-curricular activities, as detailed above. As we perceive that the use of a mobile phone will be limited to a relatively small group of pupils, e.g. if they are in Year 5 or 6 and making their way to and from school independently of their parents or carers, or if they are, for example, using a mobile device as part of a medical treatment programme, we anticipate very few children will bring mobile devices into school.

For the purpose of this policy, mobile phones and similar handheld devices will be referred to as 'mobile devices' and include mobile phones and mobile computers, as well as other similar devices. For the school's expectations relating to the use of 'Smart' devices which connect to mobile phone apps, please see the school's Uniform Policy.

### 2. Roles and Responsibilities

It is the responsibility of pupils who bring mobile phones to school to ensure they are switched off and handed in to the relevant member of staff, e.g. class teacher, for storage during the school day.

It is the responsibility of parents / carers to ensure devices perceived as necessary for safety on the journey to and from school are fully charged and operational.

The decision whether or not to provide a mobile phone to children should be made by parents / carers. A Mobile Device Agreement Form must be completed prior to the child attending school with their mobile phone.

### 3. Equality and Diversity

Hunsley Primary is committed to:

- Eliminating discrimination and promoting equality and diversity in its policies, procedures and guidelines.

- Delivering high quality teaching and services that meet the diverse needs of its pupil population and its workforce, ensuring that no individual or group is disadvantaged.

#### 4. Vision, Values and Ethos

##### **Vision: Our Commitment**

Hunsley Primary is committed to being an innovative, stimulating, forward-thinking free school that makes the most of its freedoms to impact positively on pupils' lives in the community and provide opportunities for all its children to make outstanding progress. Hunsley Primary children are capable, confident and creative thinkers and motivated, resilient, problem-solving learners. In particular, the school is committed to developing pupils as mathematicians and scientists.

##### **Values: Our Children**

At Hunsley Primary, we believe that every child is an individual, ready, able and eager to learn, and as such a member of the team. We are a fully inclusive school and we view every child as unique; we believe that all learning activities should be personalised and challenging to meet all pupils' needs and that every child should receive the care, guidance, nurture and robust support they need to overcome disadvantage or barriers to learning. It is our prime aim that all children make their best progress in an enabling learning environment, in the presence of their peers and the security of positive relationships with those around them. Our highly-trained expert classroom practitioners, from teachers, TAs, volunteers to associate Trust staff, ensure that all children have the chance to work, discuss and learn with professionals who are passionate about education.

By ensuring our children become responsible for directing, sustaining and reviewing their own learning, taking responsibility for critiquing their own and each other's work and for setting ambitious challenges, we aim to embed an understanding of the importance of refining work to its best point so that children feel a sense of high achievement as a result of the feedback they receive.

By maximising the benefits of our close relationship with Hunsley Primary and Sixth Form College and its subject specialists, we aim to secure a continuum of learning and a depth of conceptual understanding necessary for excellent progress in all curriculum areas, leading to the highest achievement at Key Stage 2, GCSE and A Level and, in due course, access to the most aspirational HE institutions, courses and professions for all children.

##### **Ethos: Our Teaching and Learning Rationale**

##### **Engagement, Enjoyment, Discovery, Reflection, Achievement**

Our aim is to deliver teaching and learning which meets the needs of every single pupil in school, basing our planning on rigorous assessment and observation, mapping out challenging, supportive next steps. We plan our curriculum activities and our personalised teaching and learning approach to match the following rationale:

- Flexible, personalised timeframes for learning, based on excellent pupil-centred teaching – teachers highly conversant in the complexities and specialisms of their practice
- Real learning themes and deep-thinking investigations, which prepare our pupils for 21<sup>st</sup> Century living and engage them in learning with enjoyment and passion
- Inspirational and challenging learning activities, which have the principles of scientific enquiry and investigation ('working scientifically') at their core, generating a lifelong love of learning, enquiry and discovery and a systematic means of approaching challenging and new tasks
- A union of partnerships with cross-phase, multi-agency and multi-disciplinary expertise for planning, delivery, monitoring and review, to ensure each child has every opportunity to build successfully on their learning from 4 to 19, removing barriers to engagement and development
- Pupil resilience, independence, confidence and readiness to meet the rigours of education, through to university and beyond, and the demands of living and working in a rapidly-changing technological world

- Innovative, immersive and inclusive learning resources, combining the best of expert input, outdoor, hands-on, experiential learning and digital interfaces, to give pupils every opportunity to aspire to their full potential

## 5. Systems and Processes

### Mobile Phones

Before entering the school site, pupils must turn their mobile phone off and on arrival to the classroom must hand them in to the relevant member of staff to be stored for the duration of the school day, as agreed by the school following completion of the Agreement Form (see Appendix). Once collected at the end of the day, pupils should not turn them back on until they have left the school site.

For emergency reasons, parents/carers are reminded that the first point of contact for your child in an emergency should be the school office, so that staff can ensure your child is reached quickly and assisted appropriately.

Pupils who become ill or require support for any reason during the day should use the established procedure and speak with a familiar adult who will ensure the child is supported and helped promptly and in the appropriate way.

### Mobile Devices used for Individual Health and Care Plans (IHCP)

Parents / carers of pupils who require ongoing use of a personal mobile device as an essential part of their agreed IHCP (for example, diabetes monitoring) must complete an additional agreement form relating to the use and appropriate application of the device whilst on-site during the school day and for extra-curricular activities. This agreement form will be accompanied by professional medical evidence and forms part of the pupil's IHCP review. Parents / carers and the pupil will agree to a strict framework of expectations around the safe and appropriate use of the device. Depending on the age of the child and their level of responsibility for the device, there will be an agreement about whether the device is handed in to the teacher or kept on the child's person, and how this will then be safely monitored. This is at the discretion of the Headteacher.

### Theft, damage or loss

Mobile devices that have not been handed in but are found in school and whose owner cannot be located will be stored in the School Office. The school accepts no responsibility for replacing lost, stolen or damaged mobile devices. All mobile devices brought to school are done so with prior agreement arranged and signed off by both school and parents/carers via the Agreement Form. *Mobile devices handed in at the start of the school day will be placed in an individual envelope, labelled with the child's name, and kept in a locked cupboard until the end of the school day, when they will be handed back to the child.* Parents / Carers will be asked to sign on the Agreement Form that they understand the terms of storage in school.

### Sanctions

The following sanctions will be used to support the school's policy on mobile devices and all incidences will be recorded centrally. Where a pupil has breached the policy:

- |              |  |
|--------------|--|
| 1st incident | Parents / carers will be notified, the mobile device collected in, and the pupil will receive a warning. |
| 2nd incident | As above, with the addition of a lunchtime detention sanction.   |

3rd incident	As above, with the addition that the mobile device will be returned to the adult named on the Mobile Device Agreement Form / named in SIMS who will be asked to collect the child and the device at the end of the school day.
4th incident	Parents/Carers invited into school to discuss the pupil being banned from bringing a mobile device to school for the remainder of the term

#### **8. Monitoring of Compliance with and Effectiveness of this Policy**

The **Hunsley Primary Local Governing Body** is responsible for ensuring that this policy and procedure is implemented fairly, consistently and objectively.

The **Head of Hunsley Primary** is responsible for overseeing the introduction, implementation, monitoring and review of this policy.

#### **9. Review of the policy**

This policy will be reviewed within 2 years of the date of implementation.

**Appendix**



**Hunsley Primary Mobile Device Agreement Form**

I wish for my child to bring their mobile device (e.g. mobile phone) to school.

**Name of Child:** .....

**Class:** .....

**Manufacturer and model of device to be used:** .....

The purpose of my child bringing their mobile device to school is (please tick the relevant reason below):

- For their journey to and from school (Y5 and 6 only)
- As part of their Individual Health and Care Plan (e.g. diabetes monitoring device)
- Other reason: .....(please specify)

Children will be allowed to bring mobile devices into school at the Head Teacher’s discretion. Details of the school’s expectations with regard to pupils’ personal mobile devices can be read in the policy for use of personal mobile devices on the school site.

- I have read and accept the terms outlined in the school’s Mobile Device Policy:

**Name of Parent / Carer:** .....

**Signature of Parent / Carer:** .....

**Date:** .....

