



# Firfield Primary School

*Learn Together, Grow Together, Achieve Together*

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## **Mobile Phones: Acceptable Use Policy for Pupils**

### **1. Purpose**

**1.1.** The widespread ownership of mobile phones among young people requires that school administrators, teachers, pupils, parents and carers take steps to ensure that mobile phones are used responsibly at school. This Acceptable Use 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.

**1.2.** Firfield Primary School has established the following Acceptable Use Policy for mobile phones that provides teachers, pupils, parents and carers guidelines and instructions for the appropriate use of mobile phones during school hours.

**1.3.** Pupils, their parents or carers must read and understand the Acceptable Use Policy as a condition upon which permission is given to bring mobile phones to school.

**1.4.** The Acceptable Use Policy for mobile phones does not apply to school trips, extra curricular events such as PTA discos or school residential trips as on these occasions mobile phones are NOT to be brought into school.

### **2. Rationale**

**2.1.** As a school, we are aware that when children reach Year 5 (Summer Term) and Year 6, some parents and carers give permission for their child(ren) to walk to and from school without supervision and therefore a mobile phone is a safe way to ensure children are getting to and from school safely and provides parents and carers with that reassurance. Please note; the school does not permit children in other year groups to leave the school unattended. The school's guidelines are that children in the summer term of Year 5 and across Year 6, with parental consent, can walk to and from school without adult supervision.

### **3. Responsibility**

**3.1.** It is the responsibility of Year 5 / 6 pupils who bring mobile phones to school to abide by the guidelines outlined in this document.

**3.2.** The decision to provide a mobile phone to their children should be made by parents or carers. It is incumbent upon parents to understand the capabilities of the phone and the potential use/misuse of those capabilities.

**3.3.** Parents /carers should be aware if their child takes a mobile phone to school. It is assumed household insurance will provide the required cover in the event of loss or damage. The school cannot accept responsibility for any loss, damage or costs incurred due to its use.

**3.4.** 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 relevant way.

### **4. Acceptable Uses**

**4.1.** Mobile phones should be switched off and handed into the class teacher at the start of the day. These will be kept securely and handed back to the pupils at the end of the school day. Pupils are not to use their phones on the school site.

**4.2.** Pupils should protect their phone numbers by only giving them to close 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 the receipt of insulting, threatening or unpleasant voice, text, and picture messages.

### **5. Unacceptable Uses**

**5.1.** Mobile phones should not be used to make calls, send SMS messages, surf the internet, take photos, or use any other application during school time or other educational activities.

**5.2.** Using mobile phones to bully and threaten other pupils is unacceptable. Cyber bullying will not be tolerated. In some cases, it can constitute criminal behaviour. If the use of technology humiliates, embarrasses, or causes offence it is unacceptable.

### **Loss of mobile phone**

**6.5.** The school accepts no responsibility for pupils who lose or have their mobile phones stolen while travelling to and from school.

### **7. Inappropriate conduct**

Pupils should not use their phone on the school site at anytime unless in the very rare circumstances whereby this has been sanctioned by staff.

### **8. Sanctions**

**8.1.** Pupils who infringe the rules set out in this document will have their phones confiscated by teachers.

**8.2** Parents / carers of the child will be contacted and informed of the infringement of the rules and will need to make alternative provision for collecting the child from school on this day. On arrival to the school at the end of the day, the mobile phone will be handed over to the parent / carer.

Date: October 2022

Review: October 2024

## 9. Mobile Phone: Parent / Carer Permission

I have read and understand the above information about appropriate use of mobile phones at Firfield Primary School and I understand that this form will be kept on file at the school and that the details may be used to identify a phone should the need arise (e.g. if lost, or if the phone is being used inappropriately).

I give my child permission to carry a mobile phone to school and understand that my child will be responsible for ensuring that the mobile phone is used appropriately and correctly while at school as outlined in this document.

I understand that the school will not accept any responsibility for loss, damage, or theft of a mobile phone.

Parent/carers Name	Signature of parent...
Name of pupil	Signature of pupil...
<p>Mobile phone details:</p> <ol style="list-style-type: none"><li>1. Make and model number.....</li><li>2. Mobile phone number.....</li><li>3. Colour/description of phone.....</li></ol> <p>This information may be used to help return lost property</p>	