



Longhill Primary School
Executive Headteacher: Mr Mark Batty
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Shannon Road
Longhill Estate
Hull HU8 9RW
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26th April 2021

Dear Parent/Carers

Mobile Phone Protocol

Definitions

Mobile devices and handheld devices will be referred to as mobile devices and includes: mobile phones, audio / music devices, gaming devices, mobile computers etc... (the list is not exhaustive)

Purpose

The widespread ownership of mobile devices among young people brings potentially complex issues into everyday school life.

This could include

Disruption of learning

Potential of theft

Potential of bullying situations

Unwanted use of cameras or video functions

Internet and Social media issues

These protocols also apply to pupils during school visits and extracurricular activities. Where applicable, exceptions may be permitted. Such exemptions will be clearly communicated.

Rationale

Longhill Primary School accept that parents may choose to give their children mobile devices to protect them from everyday risks involving personal security and safety. There is also increasing concern about children travelling alone to and from school.

With the continuing advances in technology and its applications the school accepts that mobile technology can support pupils' learning. However, the school currently considers that the distractions mobile devices can cause during lessons and other school activities far outweigh the benefits.

Longhill Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.





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Responsibility

It is the responsibility of pupils who bring mobile devices to school to abide by the guidelines outlined in this document.

The decision to provide a mobile device to their children should be made by the parents or carers.

Parents should be aware if their child intends to take a mobile device to school.

Use of mobile devices

Pupils should only use their mobile devices before or after school and not on the school grounds or in the school building.

Mobile devices should be switched off at the main school gate before entering the playground and not switched on again until they are outside of the main school gate.

Mobile devices should be handed in to the class teacher as soon as you enter the classroom. They should not be left in the corridor in bags and coats.

It is forbidden to record photographic images or sound recordings of staff or pupils at any time anywhere on the school site.

Mobile devices should not be used to make calls or send messages, browse the internet or listen to music during school lessons.

Mobile devices should not be used in changing rooms or toilets.

Theft, damage or loss

Mobile devices that are found in the school and whose owner cannot be located should be handed in to the main school office and put in the safe.

The school accepts no responsibility for replacing lost, stolen or damaged mobile devices.

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

Sanctions

The following set of sanctions are in for mobile devices used or seen in or around school other than when being taken to the classroom first thing in a morning.

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1. Phone to be confiscated and returned the same day to the pupil at the end of school.
2. Phone confiscated and returned only to an adult names on the school's SIMS system.
3. As above with playtime missed.
4. As above with lunchtime missed.
5. Parents / carers, invited into school to discuss a ban of the pupil carrying a mobile device for the remainder of the term.

When confiscated the device will be kept locked in the school safe in the main office. A confiscated device can be collected from there on the way out of school.

In all cases, the incident will be recorded on CPOMS.

Parents will be notified by telephone call of the situation.

Any pupil who refuses to hand over a mobile device when requested will be seen by the behaviour lead and / or a member of the SLT and / or the Headteacher.

The school reserves the right to ban individual or groups of pupils from bringing mobile devices on site at all.

Any pupil caught filming another person will move directly to point 5 and it will treated very seriously.

Advisory

Pupils should protect their phone numbers by only giving them to friends and keeping a note of who they have given them to.

To reduce the risk of theft pupils should mark their mobile device clearly with their names.

It is strongly advised that pupils use passwords / pin numbers to ensure that unauthorised phone calls cannot be made on their phones and keep those confidential.

Mrs J Pearce
Head of School

Mr M Batty
Executive Headteacher

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