



Guidance on

MOBILE PHONE & ELECTRONIC DEVICES

Protect our students from misuse of mobile phones and electronic devices within the school (whether before school, after school or at break/lunch times), in line with our behaviour policy.

We try to encourage our students to become responsible users so they are safe, ready and respectful.

**Mobile phones and smart watches must be
TURNED OFF within the school premises.**

If a student is seen with a mobile phone or smart watch, staff will confiscate the device and log the confiscation. Confiscated phones and devices will be stored securely at Student Services. A student may report to Student Services to collect the phone or device at the end of the school day or after 24 hours if a repeat occurrence.

The school does not accept any responsibility for mobile phones or any other electronic devices. Students must take full responsibility for their safe keeping, if devices go missing, we cannot be expected to take time to search for them.

During examinations students need to make sure all devices are switched off and in the bottom of bags before going into any examination room. Any student with an electronic device on their person, even if switched off, within an examination will be reported to the exam board and may face disqualification.

GUIDANCE FOR PARENTS/CARERS

Parents/carers should avoid contacting their child's mobile phone during the school day. This could disrupt the student's learning. If immediate contact is necessary, with permission from a member of staff, a student can use the school telephone at Student Services to contact parents/carers.

We suggest that parents/carers take out insurance cover for any devices brought into school. The school will not accept any liability for lost or stolen items.

