



# Mobile Devices Policy

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## Document Control

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## 1 Introduction

This policy sets out the School's framework for determining what is 'acceptable' and 'unacceptable' use of mobile technology by students while they are at Worthing High School.

The purpose of this policy is to prevent unacceptable use of devices by students, and thereby to protect the School's staff and students from lesson interruption, undesirable materials, filming, intimidation or harassment.

**Note: For the purposes of this policy, all references to 'mobile devices' should be taken to include: mobile phones, tablets, I-pads, kindles, smart watches and mp3 players.**

## 2 Policy statement

Mobile devices have become a common possession, and are increasingly complex and sophisticated. Many people view them as an essential of modern life. There are however many issues that relate to mobile device use, or indeed possession, in school.

In summary, the problems that mobile devices cause in school include:

- Lesson disruption by a mobile device.
- Potential for theft.
- Potential for bullying and cyber bullying.

## 3 Policy

1. Students may bring a mobile device to school with them on condition that the device is switched off (not placed on silent) and kept out of sight in the student's bag (not in their pockets). This applies at all times when the student is on school premises.
2. When a student is seen with a mobile device on the school premises or walking around with one that is visible in their pockets, they will have it confiscated. If a student's device cannot be seen but nevertheless is heard to ring or emit a message alert sound whilst on school premises a member of staff will require the student to hand over the device for confiscation, as above.
3. Smart watches are allowed to be worn by students but must not use the 'smart features' in a similar way that other mobile devices are not allowed without permission. This would include features such as messaging, calling, viewing and taking images/videos, browsing the internet or using social media. If a student is identified using these smart features the watch will be confiscated and sanctions issued.
4. Students will be able to collect their devices at the end of the school day from the Main Reception.
5. Parent/carers of students that have had their mobile device/smart watch confiscated on multiple occasions will be asked to collect the device in future instead of it being released to the student at the end of the day. Students will be set sanctions for repeated breaching of the mobile device policy.
6. Any student who refuses to hand over a mobile device when requested to do so will be spoken to by a member of the Senior Leadership Team and an appropriate sanction applied.



7. In accordance with the School's *Internet Acceptable Usage Policy, Searching and Confiscation Policy* and *E -Safety Policy*, the School reserves the right to search the content of a confiscated device where there is a reasonable suspicion that it may contain undesirable material.
8. The only exception to the prohibition of use of a mobile device on school premises would be if a member of staff gives a student permission to use their device at a particular time and location. For example to allow a recording during a foreign language lesson for revision purposes or take photographs of course work for assessment evidence. Students may use their mobile device to monitor their blood sugar levels or any other permitted medical intervention.
9. Students are not permitted to use their own mobile devices to take photographs/film of other students/staff.
10. Students who have permission to take photographs/videos using their own mobile devices must email the images to the school network, using their own mobile network contract and then delete them from their device. Students who do not have a mobile network contract should use school owned devices only for recording of images.
11. Parents/carers should be aware if their child takes a mobile device/Smartwatch to school then household insurance will be the only method required to cover in the event of loss or damage.
12. Parent/carers wishing to contact their child during the school day should do so through the main office.
13. Students should not be contacted on their mobile device as this may lead to sanctions being issued for breaching this policy.

It is recognised that this policy must be reviewed and revised regularly in response to developments in technology.