

St Berteline's C of E Aided Primary School

Mobile Phone, Tablet and Camera Policy For Pupils

OVERVIEW

Some parents allow their children to have access to mobile telephones, tablets and digital cameras at home and in the community. There is normally no need for pupils to have a mobile phone, tablet or digital camera on school premises, but we accept that there may be exceptional circumstances where parents see a need for their child to carry a mobile phone on their journey to and from school. In these exceptional circumstances, parents may obtain a form and apply for permission for their child to bring a mobile phone onto school premises. Where this permission is given the pupil must comply with the requirements of this policy. Unless permission is granted, mobile phones, tablets and cameras must not be brought onto school premises by pupils.

OBJECTIVES

- To clarify the school position in relation to mobile phones, tablets and cameras.
- To ensure that mobile phones, tablets and cameras are only brought onto school premises with the permission of the Headteacher.
- To keep children safe and to guard the privacy of pupils and staff especially when devices have the capacity to take photographs and record a video.
- To ensure that photographs are not taken and that video recordings are not made of staff and pupils without the Headteacher's permission.
- To ensure that on school premises, pupils have only safe access to the internet.
- To ensure that education is free from interruption and disruption caused by mobile phones.

STRATEGIES

1. Pupils will not be allowed to have mobile phones, tablets or cameras on school premises or to take them on visits or other school initiated activities unless their parents have sought and been granted permission to do so by the Headteacher. This permission will be given when parents receive the details of a particular trip or visit.
2. Year 6 children taking mobile phones on residential will be made aware of and will be totally responsible for their appropriate use. Younger children taking cameras etc on residential will have them kept safely and centrally at night time.
3. Parents must apply to the Headteacher for permission for mobile phones, tablets and cameras to be brought onto school premises or be taken on any school activity or visit.
4. Parents seeking such permission are asked to sign a written agreement saying that they will abide strictly to this policy and they must ensure that any phone or tablet has parental controls to limit its access to websites that are unsuitable for children.

5. Mobile phones, tablets and cameras etc brought onto school premises or on activities or visits by pupils without permission will be confiscated and parents will be required to visit the school to have the phone returned to them in person.
6. Pupils, parents or other adults must not take pictures or make video recordings with mobile phones or with any other cameras or devices on the school premises without the Headteacher's permission.
7. Pupils who have been given exceptional permission to bring a mobile phone to school must switch it off and hand it to their teacher on arrival and seek its return at the end of the school day.
8. If any pupil has a need to contact their parents by telephone during the school day, it must be done through the school office telephone system.
9. If any parent needs to contact their child during the school day it must be done through the school telephone system.
10. Where permission has been given for a mobile phone or camera etc to be brought onto school premises the device must be clearly labelled with the pupil's name.
11. Whilst on school premises or school visits, pupils and others may only use the internet via the school computer system. Mobile phones or tablets must never be used on school premises or on school activities to connect to the internet unless the Headteacher has given permission.

OUTCOMES

This policy will ensure that parents and the school work in harmony to ensure the safety and privacy of pupils and staff. It will also ensure that the teaching, learning and education of pupils is not interrupted by mobile telephones.

Mobile Phone Policy – Permission Agreement:

Parent/Guardian

1. I have read and understand the Phone, Tablet & Camera policy of St Berteline’s Primary School.
2. I agree to abide by the conditions set out in the school policy.
3. I understand that mobile telephones must be switched off on school premises and on any other school activity.
4. My child will switch the phone off and hand it to their teacher as soon as she/he arrives in school. The school will take care of the phone once it has been handed in but it will only accept phones on the understanding that it will not be held responsible for theft, loss or damage to the phone whilst it is in their care. Parents must ensure that the phone is covered at all times by their own insurance.
5. I understand (4 above) and agree that I will not hold the school responsible for loss or damage to the phone whilst it is in their care.
6. I will ensure that there are appropriate parental controls on the telephone that restrict it from access to unsuitable and inappropriate websites. I will ensure that those controls are switched on and I will check the phone before it is taken into school to see that it has only been used appropriately and contains no unsuitable or illegal content in its memory.

Parent Name (Print): _____

Parent Signature: _____

Date: _____

Pupil’s Name (print) _____

Mobile Phone Number _____

Date: _____