



THE
GRANGE
ACADEMY

ASPIRE FOR EXCELLENCE

Mobile Devices 2021- 2022

Version Number: 01

Ratified by Local Governing Body: September 2021

Next Review Date: September 2022

Academy Link: Miss L McPartland



I INTRODUCTION:

- 1.1 The purpose of this policy is to give the necessary opportunity for academy leaders, teachers, students, and parents to take steps to ensure that the increased ownership of mobile phones/i-pods does not impact negatively on standards around academy.

2 PURPOSE:

- 2.1 The Grange Academy accepts that parents may give their children mobile phones to protect them from everyday risks involving personal security and safety on the way to and from academy.
- 2.2 The decision to provide a mobile phone for their children is made by parents with a full understanding and acceptance of this policy.
- 2.3 It is the responsibility of students who choose to bring mobile phones onto academy premises to adhere to the guidelines outlined in this document.
- 2.4 Parents are reminded that in cases of emergency, the academy office remains the appropriate point of contact and can ensure that your child is reached quickly, and assisted in any appropriate way.
- 2.5 Parents should not contact their children during the academy day via mobile phones. Similarly, it is not acceptable for students to contact parents during the academy day via mobile phones. The academy office remains the first point of communication between academy and home.

3 THEFT OR DAMAGE

- 3.1 Students who bring a mobile device to academy should hand the device in to staff on entering the academy building to be kept safe until collected at the end of the day.
- 3.2 The academy accepts no responsibility for replacing mobile devices that are lost, stolen or damaged whilst on academy premises if not handed in for safe keeping, during academy events or whilst attending educational visits

- 3.3 The academy accepts no responsibility for students who lose or have their mobile devices stolen while travelling to and from academy.
- 3.4 It is strongly advised that students use passwords/pin numbers to ensure that unauthorised phone calls cannot be made on their phones (e.g. by other students, or if stolen). Students must keep their password/pin numbers confidential. Mobile phones and/or passwords must not be shared.

4 RULES

- 4.1 Mobile phones/i-pods, smart watches and Bluetooth speakers should not be brought onto the academy premises by students.
- 4.2 Parents who wish their child to have a mobile phone on their person to protect them from everyday risks involving personal security and safety on the way to and from academy, must support this policy by expecting their child to hand their phone/device to staff during registration at the start of the day. The phone should be presented in a clear plastic bag that is clearly labelled with the child's name and form. (Bags will be provided if necessary.) This phone/device will then be available to collect at the end of the academy day from Student Services.
- 4.3 Similarly, headphones must not be brought onto the academy site.
- 4.4 Any students caught with such devices during the academy day will be subject to the following:
 - 4.4.1 Staff will ask the student to immediately hand over the phone/headphones/device.
 - 4.4.2 Failure to hand in the device will escalate to an immediate referral to their Progress Leader.
 - 4.4.3 The device(s) will be placed in a clear plastic bag marked with the student's name and left for safe keeping in the academy office. The item will be returned to the student at the end of the academy day via Student Services.
 - 4.4.4 Parents will be informed via letter from the academy.

4.4.5 Students who breach this rule more than once will not be allowed to collect their phone themselves. Their device must be collected by parents after academy on a day that is convenient to them.

4.4.6 Students repeatedly breaching the academy's rules regarding mobile devices will be subject to a meeting with their Progress Leader and parents. Parents and the student must then sign a contract with the understanding should the student breach the mobile devices contract the mobile device will be confiscated and held until the end of the current half term when parents will be required to collect the device.

5 INAPPROPRIATE CONDUCT

5.1 Any student who uses a mobile device to bully or intimidate any pupil or member of staff will be subject to the academy's Anti-Bullying & Equal Opportunities and Behaviour for Learning Policies.

5.2 Where necessary, the academy will work with the police to investigate and resolve serious incidents of inappropriate conduct.

5.3 Incidents of disruption in the classroom caused by the use of mobile devices will be subject to sanctions in line with the Behaviour for Learning policy.

5.4 Any inappropriate content found on social networking, blog or video websites will be removed via the host site and where appropriate used as evidence by the academy and any relevant authorities.

6 AIDS FOR LEARNING

6.1 One occasion where students will be permitted to use their mobile devices for learning is within GCSE Photography. Mobile photography will remain an important part of the GCSE course. Therefore, all students studying photography will be asked to hand their phones at the meet and greet area and specify it is for photography. These will be kept safe until lesson time students will be able to collect their mobile device for use within this lesson only. Students using the devices during lessons will be issued with a photography pass and must return their mobile phone at the end of the lesson. They will be available for collection at Student Services at the end of the day.

7 EXTRA-CURRICULAR TIME

7.1 If students are attending extra-curricular sessions the rules outlined above apply.

- 7.2 If a student needs to contact home to confirm attendance this should be done on an office phone with permission of the member of staff running the session.