

MOBILE PHONES

STUDENTS ARE ALLOWED TO HAVE THEIR MOBILE PHONES IN SCHOOL

With the development of e-tickets on the buses, which are cheaper and safer than paper tickets, it is no longer fair to ban students from bringing their mobile phones to school with them. However, it remains the advice of the school that students do not bring phones or other electronic devices to school as they are very expensive and desirable items and the school accepts no liability for phones or other electronic devices which are lost, damaged or stolen while on the way to or from school or at school, and will not undertake investigations in this respect.

a) Mobile phones are **BANNED FROM BEING USED DURING THE SCHOOL DAY**, they **must be switched off as soon as you reach the school gates they must be turned off and either placed in your bag or handed into the office for safe keeping.** Mobile phones, smart watches and any form of headphone must not be SEEN or HEARD as they cannot be used at any time during the school day. They will be confiscated if they are seen or heard (they do not have to be necessarily using it). They are **only** allowed to use them after 3:15pm or when exiting the school gates.

b) Students found with their phone out at any time during the school day will have their phone confiscated. For the avoidance of doubt, students must not have their phones in their hands or pockets, not be wearing a smart watch and not have headphones in at all when inside the school gates or buildings. Confiscated items will be handed into Reception with the name of the student and the name of the member of staff who confiscated the phone.

- On the 1st occasion that half-term – mobile phone or smart watch can only be collected by a parent at the end of the school day. Headphones are handed back to pupils at the end of the day.
- On the 2nd occasion that half-term – mobile phone and smart watches can only be collected by a parent during the last week of that half-term.
- On the third and subsequent times, the phone will be retained by the school for the remainder of the school year.

d) THE SCHOOL WILL NOT BE LIABLE FOR ANY LOSS, DAMAGE OR THEFT OF MOBILE PHONES (OR OTHER ELECTRONIC DEVICES) WHICH HAVE BEEN CONFISCATED AND RETAINED BY THE SCHOOL.

e) Sixth formers are allowed to use mobile phones and other electronic devices, but should do so discreetly. Sixth form students are not permitted to use or handle their mobile phones or other electronic devices during lessons, except where they have a teacher's permission for a specific action (for example, photographing the board or work). Students will be sanctioned if they breach this rule.

f) If a student needs to make a telephone call during the school day, they should go to their tutor or Head of Year to ask permission and use the phone in reception. In an emergency, they may go straight to Reception. The school is not responsible for the loss or theft of a mobile phone and will not investigate any such incidents. Accordingly, parents should not telephone or text their children during the school day. Reception staff are able to take and pass on messages to students from parents.