

Oxford Grove Primary School
Children's Mobile Phone, Smart Device and Camera Policy
September 2023

Justification

Some parents/carers allow their children to have access to mobile telephones, Smart devices (including watches) and digital cameras at home and in the community. There is no need for pupils to have a mobile phone, Smart device or digital camera on school premises. In exceptional circumstances, parents/carers must request permission from the head teacher to allow their child to bring the mobile phone, Smart device or digital camera onto school premises. Where this permission is given, the pupil must comply with the requirements of this policy. Unless permission is granted by the Head teacher, mobile phones, Smart devices and digital cameras must not be brought onto school premises by pupils.

Aims

1. To limit the use of mobile phones, Smart devices and digital cameras by pupils during school time.
2. To minimize the risks to pupils' well-being by the carrying and use of mobile phones or Smart devices during school time.

Objectives

1. To clarify the school position in relation to mobile phones, Smart devices or digital cameras.
2. To ensure that mobile phones, Smart devices or digital cameras are only brought onto school premises with the permission of the Head teacher.
3. To keep children safe and to guard the privacy of pupils and staff especially when mobile phones or Smart devices have the capacity to take photographs and record videos or voice tracks.
4. To ensure that photographs are not taken and that video/voice recordings are not made of staff and pupils without the head teacher's permission.
5. To ensure that on school premises pupils have only safe access to the internet.
6. To ensure that education is free from interruption and disruption caused by mobile phones, Smart devices or digital cameras.

Statements

1. Pupils will not be allowed to have mobile phones, Smart devices or digital cameras on school premises or to take them on visits or other school initiated activities unless their parents/carers have sought and been granted permission to do so, by the head teacher.
2. Parents/carers must apply to the Head teacher for permission for a mobile phone, Smart device or digital camera to be brought onto school premises.
3. Mobile phones, Smart devices or digital cameras brought onto school premises or on activities or visits by pupils without permission will be confiscated and parents/carers will be required to visit the school to have the device returned to them in person.
4. Pupils, parents/carers or other adults must not take pictures or make video/voice recordings with mobile phones, Smart devices or digital cameras on the school premises without the Head teacher's permission.
5. Pupils who have been given exceptional permission to bring a mobile phone, Smart device or digital camera to school must switch it off and hand it in to the office on arrival and seek its return at the end of the school day.
6. If any pupil has a need to contact their parents/carers by telephone during the school day, it must be done through the normal channels using the school telephone system.
7. If any parent/carer needs to contact their child during the school day it must be done through the school telephone system.
8. Where permission has been given for a mobile phone, Smart device or digital camera to be brought onto school premises, the device must be clearly labeled with the pupil's name.
9. Whilst on school premises or school visits, pupils and others may only use the internet via the school computer system. Mobile phones or Smart devices must never be used on school premises or on school activities to connect to the internet unless the Head teacher has given permission.

10. Any cyber bullying of staff or pupils, in or out of school, must be reported and then investigated rigorously, in conjunction with any relevant authority including the police if appropriate.

Outcomes

This policy will ensure that parents/carers 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 the use of mobile phones, Smart devices or digital cameras. The school does not accept any responsibility for mobile phones, Smart devices or digital cameras that are lost or become damaged on or off the school site.

Review

This policy will be reviewed annually by the Head teacher, staff and Governing Board.

Miss N. Harvey

To be reviewed September 2024

