



Victoria Primary School

Policy for the Use of Mobile

Devices in School

2019

This policy should be read with the;

- ICT policy
- Mobile devices in school policy
 - Social Media Policy
- Parental Complaints Procedures
- EA Data Breach Management Procedure

Vision Statement

*An inclusive, imaginative and inspiring Learning Community
where everyone can be safe, healthy, happy and successful together.*

1. Context

Victoria Primary School recognises that students regularly use electronic devices and that many parents wish their children to carry mobile telephones to enhance their safety before and after school and on journeys to and from school.

We aim to develop a culture of responsible use of mobile phones by pupils.

We further recognise that there are many benefits and learning opportunities to be gained from the use of technology such as mobile phones and other digital devices. However, the increasing technical sophistication of mobile telephones and other digital devices raises the following issues and challenges which the school management must address:

- Research has shown that mobile telephones may impact on the health of young people
- Mobile telephones represent a serious nuisance and form of disruption when they are left switched on in teaching areas or any other public forum within the school grounds.
- Research has shown that some students experience bullying through the use of text and picture messaging via mobile telephones and other digital devices
- Picture messaging is being used to send inappropriate images via mobile telephones
- Picture telephones with built-in or attached digital cameras may be used to take pictures without the subject knowing.

2. Legislative context

There are a number of aspects of the law that may apply to the misuse of mobile telephones and other digital devices, and the response to that misuse. This will depend on the circumstances of individual cases. In the most serious cases there may be a crime involved – filming an assault, circulation of inappropriate images of a child, copyright infringement or nuisance calls.

Offences may fall under Data Protection Legislation or Communication Act 2003.

3. Pupils

- The use of mobile phones by pupils within the school grounds is prohibited
- Pupils are responsible for ensuring that their mobile phones are switched off
- Pupils are prohibited from using in the school grounds any mobile phone or other digital device which is capable of taking, storing or sending still digital images and / or video clips. This includes any mobile phone which can be attached to an imaging device.
- The recording, storing and / or transmission of digital images by students within the school grounds is strictly prohibited.
- Failure to observe the above rules will result in the immediate confiscation of the mobile phone or other digital device by the teacher observing or detecting the breach of this rule.
- When a student has his/ her mobile phone or other digital device confiscated, the teacher will bring the device to the office where the admin staff will log the relevant details:
 - The name and class of the pupil using the device
 - The time and place when the device was being used
 - The purpose for which the device was used
- The confiscated device will be securely stored in the main office
- The confiscated device will be returned to the pupil (if deemed appropriate) at the end of the school day or the parent will be contacted and collection arrangements will be made.
- Pupils and parents are reminded that in case of an emergency, the school office remains the appropriate point of contact
- For some pupils there may be compelling circumstances that warrant the need to have a mobile phone in their possession but for the vast majority of pupils the school does not consider it essential
- The school is not liable for the theft, loss or damage of mobile phones or other devices belonging to pupils.

4. Staff

- Staff must have their mobile phones on silent during class time
- Staff may not make or receive calls during teaching time – if there are extreme circumstances (e.g. sick relative) the member of staff will have made the Principal aware of this and an exception applies.
- Staff use of mobile phones is restricted to non-contact time when no students are present.
- Consistent with the school's Child Protection Policy, staff may not use their personal mobile devices to take photographs of pupils or to store a pupils' data.
- Staff phones should not be in view of pupils.

5. Parents and other visitors

- Parents and other visitors are requested to refrain from using a mobile phone or other device which is capable of taking, storing or sending still digital images and/or video clips for photographic purposes. This includes any mobile phone which can be attached to an imaging device.
- We very much appreciate our parents' cooperation and support in implementing this policy in order to keep our children safe.

6. Sanctions

Inappropriate use of mobile phones or other digital devices will be regarded as a breach of discipline and will invoke the School's Disciplinary Procedures.

Signed:

Chair of Governors: _____

Principal: _____

Date: _____