



**MOAT FARM JUNIOR SCHOOL  
TRUST**

**Mobile Phones in School Policy**

2021-2022

## Mobile Phones in Moat Farm Junior School



### Moat Farm Junior School

The use of mobile phones is increasing these days and so it would be unrealistic to have a policy which **forbids** pupils from taking phones to school. Not only would it be impractical to forbid pupils from carrying them when the latest phones are so slim that they could be hidden easily, but it is believed that a number of parents would be concerned for health and safety reasons if their child were not allowed to carry a phone at all. Some parents feel more at ease knowing that they can be contacted in the event of any emergency situation that might arise.

Use of mobile phones (particularly with the invention of increasingly sophisticated equipment and camera phones) presents a number of problems for our school, including:

- (i) Mobile phones can be valuable items and might be vulnerable to theft.
- (ii) Mobile phones (and their cost and level of technology - or otherwise) can pose problems in school with regards to discipline and potential bullying.
- (iii) Even when apparently silent, the use of mobile phones for texting purposes could be distracting in terms of classroom discipline.
- (iv) Use of the newer phones with built - in cameras could lead to child protection and data protection issues with regard to inappropriate photographs or distribution of images.

## Policy Statement

***It is therefore school policy to prohibit the unauthorised use by pupils of mobile phones whilst on our school premises, grounds or on trips or activities eg. school swimming.***

1. Moat Farm Junior School discourages and advises all parents to discourage pupils from bringing mobile phones to school on the grounds that they are valuable and may be lost or stolen. ***School staff can accept no responsibility for mobile phones which are lost, damaged or stolen in school whilst in the possession of any pupil.***
2. Students are allowed to have mobile phones for emergency purposes only. Parents must notify the Head Teacher in writing if their child needs to have a mobile phone at school. i.e Parents are required to complete the attached form. All mobile phones must be deposited in the Class locked cupboard during the registration period. Children will need to collect mobile phones from their teacher as they leave the school at the end of the day. Once a form has been signed both by parent and Head Teacher, the school will agree for the mobile phone to be in school **on the understanding that the school takes no responsibility for lost or stolen mobile phones, even if they have been stored in a place of “safe-keeping”.**
3. If students are found with mobile phones, the mobile phone will be placed in the school office, a phone call will be made home and the mobile phone left to be collected by the parents at their convenience.
4. If a pupil is found taking photographs or video footage with a mobile phone of either other pupils or teachers, this will be regarded as a serious offence and disciplinary action will be taken according to the school's Discipline Policy.
5. If images of other pupils or teachers have been taken, the phone will not be returned to the pupil until the images have been removed by the pupil in the presence of a teacher.
6. A statement of this policy and its contents will be included in the School Prospectus which is issued annually to parents on its next publication in the new school year.
7. Staff may only use mobile phones in classrooms or around school at the start and end of the day when there are no pupils on site. During school hours mobile phones must be off or on silent and away from pupils. Staff may use mobile phones during the day in the staff room only. Staff must not have work emails linked to any personal devices including mobile phones.



Moat Farm  
Junior School

Request for a pupil to bring a mobile phone into school

Name of Pupil \_\_\_\_\_ Class \_\_\_\_\_

Make of Mobile Phone \_\_\_\_\_

Number of Mobile Phone \_\_\_\_\_

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Declaration:

I am the parent / guardian of \_\_\_\_\_ .

I have read the School Policy on Mobile Phones in School and understand and agree with the terms and conditions in that policy.

Signed: \_\_\_\_\_ (parent / guardian)

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*For Office Use*

Request Approved?

Yes

No

Signed \_\_\_\_\_