



MOBILE PHONE POLICY 2023-2024

Date adopted: September 2023

Review Date: September 2024

VERSION CONTROL SHEET

Mobile Phone Policy

Document Date	Filename	Mtg Submitted	Summary of Changes Required
September 2019	Mobile Phone Policy	Sept 2019	New policy
September 2021	Mobile Phone Policy	Sept 2021	Slight amendments
September 2022	Mobile Phone Policy	Sept 2022	Slight amendments
September 2023	Mobile Phone Policy	Sept 2023	Slight amendments

Marine Academy Plymouth Mobile Phone Policy

Principles and Rationale

At Marine Academy Plymouth the welfare and safeguarding of our students is paramount. The purpose of this policy is to promote safe and appropriate practice, whilst preventing unacceptable use of mobile phones and personal electronic devices by students / staff. As an important safeguarding measure, this will protect the School's students and staff from undesirable materials, filming, intimidation or harassment.

- The school understands and recognises that there may be particular circumstances in which a parent wishes their child to have a mobile phone for their journey to and from school. If you feel that your child does need to bring their phone into school, it should be switched off and stored securely in their bag.
- Where a parent needs to contact their child during the school day, they should do so only through the School's telephone system (via Reception) and not via student mobile phones.
- Emergency contact from students to parents/carers during the school day can be made either through a request to their tutor, via Reception or the Pastoral offices at break and/or lunch. Where arrangements have changed for a visit or planned event, the organising member of staff will liaise with reception to ensure parents/carers are contacted.
- Where a mobile phone is brought into school, it is entirely at the student's and parents' own risk. The School accepts no responsibility for the loss, theft or damage of any phone or electronic device brought into school. (Ref: Section 94, Education and Inspections Act 2006 states that "*where a teacher disciplines a pupil by confiscating an item, neither the teacher nor the school will be liable for any loss or damage to that item. Equally, there is no statutory liability on schools for items that go missing in other ways.*")
- Mobile phones and devices brought into school must be turned off - **not placed on silent** - and stored out of sight in the student's bag **immediately before the student arrives at the school gate**. They must remain turned off and out of sight **until the student has left the school site at the end of the day**.
- Any student caught filming another person (and/or uploading images or video onto the Internet) will have the phone confiscated. It will be treated as a disciplinary matter and parents will be informed. If the action is repeated, or is of a serious nature, the matter will be treated as a serious disciplinary issue, which may lead to a suspension.
- The School reserves the right to inform the Safeguarding Board and/or the Police where there is a reasonable suspicion that a phone may contain undesirable material, including those which promote or include pornography, violence or bullying.
- As young adults, Sixth Form students are permitted to use mobile phones only within the Sixth Form common room. Under no circumstances should calls be made or received during lessons. Phones cannot be used during study periods in other spaces.
- There may be some exceptional circumstances in which there is a certified, medical, requirement for the use of a mobile device. In such circumstances, suitable evidence must be provided and agreed with the Principal in advance.
- All staff are expected to monitor compliance with the mobile phone policy.
- Smart watches are not permitted in school.

The School Policy for student found with a mobile phone is as follows:

- If a mobile phone is seen or heard by a member of staff, the member of staff will be required to confiscate it immediately and, at the earliest opportunity, take the phone to Reception for secure storage. The phone will be kept securely until it can be taken to reception.
- Reception staff will then send a text message to inform parents of the confiscation and sanction.
- The student may collect the phone at the end of the school day.
- If there is a second confiscation within the same half-term the phone will be kept in secure storage until parents come into school to meet with a member of the Senior Leadership Team.
- During this meeting, parents and student will be reminded of school policy and informed of the next stage should such conduct continue.
- In such cases of repeated breach of the policy, the pupil will be required to hand in their mobile phone to reception each morning and collected at the end of each day.
- If a student, for any reason, refuses to hand over their mobile phone, the student will be placed in Compass and parents will be contacted. Parents will be requested to bring their child into school the next day for a meeting with a member of the Senior Leadership Team. From then onwards, the mobile phone will be handed in to reception each morning and collected at the end of each day.

In line with the above policy, the decision of the Senior Leadership Team is final.