

Mobile Phone Policy Statement

Background:

From 1st September 2018, the Governors of Queen Elizabeth's Grammar School decided to significantly restrict the use of mobile phones on the school site. The policy is intended to increase the social interaction of students at breaks, lunchtimes and after school and to reduce the incidence of antisocial behaviour caused by mobile phones.

Students in Y7 – Y11 are not allowed to have their phones out whilst on school site between when they first arrive on site until they leave. The restrictions apply until 4.15pm each school day.

Sixth Form students are allowed to use their phones when in the Sixth Form Centre, in designated study areas e.g. the Independent Learning Centre or under the direction of a member of staff for educational purposes in lessons. Phones should not be used in public spaces around the school site until after 4.15pm.

Exceptions for educational benefit: There will be rare occasions when a member of staff may seek special permission for students in Y7 – Y11 to use mobile phone technology in lessons because it brings a specific educational benefit. Parents and carers will be notified in writing if that is going to happen and their permission sought.

School trips and visits: When on school visits, the trip organiser will decide whether mobile phones can be used and the communication about the trip should state what, if any, restrictions there will be on mobile phone use. If students or parents / carers are unsure, they should always ask the trip organiser for clarification.

Emergency / Urgent messages: There will be times when parents and carers need to communicate urgently with their child. The School Office is the first point of contact for parents and carers in such an emergency and the Office will ensure that the urgent message is delivered to the child directly. Similarly, students may wish to contact their parent or carer urgently during the day and can telephone home from Reception.

Internal and external examinations: Mobile phones are not allowed to be taken into examinations and students are advised to leave them in their lockers prior to the start of the exam. A student who takes a phone into an examination will need to switch it off and hand it to the invigilator at the start of the exam. Phones are returned to students once the exam has finished.

Breaches of the mobile phone policy during the school day: Where a student is found to be accessing their phone during school, the phone will be removed from them and stored securely until the end of the day. Students can then reclaim their phone from the Main Office between 3.45pm and 4.00pm.

Should a student be using their phone between 3.45pm and the point they leave the school site, the phone will be removed and stored securely overnight. The phone can be collected at the start of the next day after 8.50am from Reception. Should this happen on a Friday evening, the phone will be stored securely and be available for collection on Monday morning (after 8.50am from Reception).

Breaches of the mobile phone policy after 3.45pm: When a phone is removed from a student after 3.45pm, they will always be offered the opportunity to telephone home before they leave the school site to let parents and carers know what has happened. If it is a Friday

when the phone is removed, a member of staff will also try to notify home. There is no facility to return phones on a weekend.

Repeated breaches of the mobile phone policy: If in any half term a student has their phone removed more than three times, they will lose the privilege of bringing their phone into school. Parents and carers will be notified if this happens. The privilege will be re-instated at the start of the next half term. .

After school clubs and activities: By 4.15pm most students have left the school site and the restrictions on using phones can be lifted; they come back into force the next day when students start arriving on site.

During the day if a student brings their mobile phone to school it should be kept in their blazer or locker and switched off.

HP November 2018