



St Peter's Church of England (Aided) Primary School Pupil Mobile Phone Policy

The Governing Body of St Peter's Church of England (Aided) Primary School adopted this policy on 21st November 2018.

Signed: _____ (*Chair of Governors*)

Signed: _____ (*Head Teacher*)

Review every 3 years

This Policy explains the rules and procedures regarding the use of pupil mobile phones at St Peter's Church of England (Aided) Primary School

PUPILS

- Pupils in Year 4 and below are not allowed to bring mobile phones to school.
- Pupils in Year 5 & 6 are discouraged from bringing mobile phones to school unless an absolute necessity.
- If Year 5 & 6 pupils bring mobile phones to school, the phones must be given into the Office at the beginning of the school day where they will be kept in a secure locked cupboard. They can be collected at the end of the school day.
- Should parents need to contact pupils this should be done following the usual school procedures via the school office.
(tel no. 0116 2775750 or email: office@st-peters-whetstone.leics.sch.uk)
- Where a pupil is found by a member of staff to have not handed their mobile phone in, the phone will be taken from the pupil, handed to a senior member of staff who will record the name of the child and attach to the phone. The mobile phone will be stored in the secure locked cupboard. Parents will be contacted before the end of the school day. The phone must be collected by the pupil at the end of the school day.
- If a pupil is found taking photographs or video footage with a mobile phone this will be regarded as a serious offence and disciplinary action will be taken according to the School's Behaviour Policy.
- 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. Parents will be contacted immediately.
- Parents are advised that St Peter's CoE (A) Primary School accepts no liability for the loss or damage to mobile phones which are brought into the school or school grounds.

This policy supports the school's Health and Safety, Anti-bullying, Child Protection and Internet Acceptable Use policies. It will be monitored, reviewed and amended as required.