




Yewstock School

Acceptable Use of Mobile phones, Devices and Smart Watches Policy

Date reviewed by FE&P	26.02.2024	Policy Type	School
Date adopted by FGB	04.03.2024	Review Cycle	Annually
Date of next Review	25.02.2025	Signed by Chair of Governors	
			

Purpose:

- The widespread ownership of mobile phones, devices and smart watches among young people requires that school administrators, support staff, teachers, pupils, parents/carers take steps to ensure that mobile phones, devices and smart watches are used responsibly within Yewstock School.
- Yewstock School recognises the potential for mobile phones, devices and smart watches to be used inappropriately and compromise the confidentiality of the children in our care.
- This Acceptable Use Policy is designed to ensure that potential issues involving mobile phones, devices and smart watches can be clearly identified and addressed.
- Yewstock School has established the following Acceptable Use Policy for mobile phones, devices and smart watches that provides teachers, support staff, pupils, parents/carers guidelines and instructions for the appropriate use of mobile phones, devices and smart watches during school hours.
- Parents/carers must read and understand the Acceptable Use Policy before pupils are given permission to bring mobile phones, devices and smart watches to school.
- There will be no exceptions to this policy unless there is direct agreement from the Headteacher with parents/carers, alongside an accompanying individual risk assessment.
- The Acceptable Use Policy for mobile phones, devices and smart watches also applies to pupils during school excursions, residential visits and extra-curricular activities.

Responsibility:

- All pupils bringing a phone or device into school should hand it into Reception at School or College site for safekeeping during the day – and collection at the end of the day.
- Smart Watches with camera facilities and independent access to the internet must also be switched off and handed into Reception and will not be allowed to be used during the school day.
- Smart Watches without independent connectivity and cameras may be worn providing they are being used as normal watches and for no other function beyond telling the time or measuring physical activity such as steps.
- Staff responsible for pupils retain the right to require pupils to hand in mobile phones, devices and smart watches for safekeeping to ensure safeguarding of all children at Yewstock School.
- Where staff suspect a pupil of having an undeclared mobile phone, device or smart watch staff may follow guidance laid out in 'Searching, Screening and Confiscation:

Advice for Head Teachers, School Staff and Governing Bodies' (January 2018)

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/674416/Searching_screening_and_confiscation.pdf

- Parents/carers are reminded that in cases of emergency, Yewstock School should be the first point of contact. Parents/carers should also ensure their child/young person understands and adheres to the expectations of pupils bringing their phones, devices or smart watches into school.

Acceptable Uses:

Staff:

- No member of staff should have a phone on their person during teaching time. Phone and camera capabilities on smart watches should be turned off during teaching time.
- Mobile phones, devices and smart watches can be used at break times outside in areas away from pupils such as in their car or outside the school gates, in the staffroom or in an empty room.
- No staff member should ever give their personal phone numbers to pupils or parents/carers.
- No member of staff will on any occasion use the camera function on their phone, device or smart watch either in school or on educational visits.
- Staff should also adhere to the staff Acceptable Use Agreement in conjunction with this policy.

Visitors:

- All visitors (including parents/carers, external professionals and contractors) should switch off their phones, devices and phone and camera functions on smart watches when they are on school/college premises.
- We recognise that there will be occasions where external professionals or contractors may need to make calls on their mobile phones. This should not be done in the vicinity of pupils.

Loss, theft or damage

Yewstock School does not take responsibility for phones, devices or smart watches that are lost, stolen or damaged. Pupil phones that are handed in upon arrival as required are kept in a secure area until handed back to the pupil upon leaving the school/college. If a mobile phone, device or smart watch is found, it can be turned into the school/college reception where the owner will try to be identified.

This policy should be read in conjunction with the Single Equality Policy. The general equality duty requires that, in the exercise of their functions, schools must have due regard to the need to eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Equality Act 2010. This should endeavour to advance equality of opportunity and foster good relations for all.

Mental Health and Wellbeing Statement:

Yewstock school aims provide a working environment that promotes and supports the mental health and wellbeing of everyone in our school community.

All school policies are reviewed to ensure that each policy reflects our commitment to the protection and promotion of the mental health and wellbeing of all and that we will strive to improve the mental health environment and culture of Yewstock School.

Promoting and protecting the mental wellbeing of children, families and staff is important for physical health, social wellbeing and productivity. Mental health at Yewstock is relevant to all and everyone can contribute to improved wellbeing.