

MOBILE PHONE PROTOCOL

- Students are allowed to bring mobile phones to and from school to ensure their personal safety at all times.
- If a student brings a phone to school, then, on arrival at the school site, the phone is to be switched off and placed immediately in the student's school bag **before** accessing the school grounds. This also applies to earpods/earphones.
- **The phone must remain in the school bag whilst the student is on the school grounds and may not be accessed, including during any period of social time (break or lunch).**
- Any student found to be non-compliant with the above points whilst on site, during the school day, will have the phone confiscated and a message will be sent home to inform parents. Confiscated items will be labelled and stored in a locked cabinet.
- Any refusal to hand a phone over to members of staff will result in an immediate sanction.
- The phone will be handed back to the student by the appropriate pastoral staff at the end of the school day.
- Any requirement for a parent/carer to contact a student (or a student to contact a parent/carer) can be done through the School Reception or through the relevant Achievement Team Office. If a student breaches the policy and the phone is confiscated three times, we will expect the parent/carer to collect the phone from school.
- Should a student have his/her mobile phone confiscated three times, the phone will not be returned to the student at the end of the school day and a parent/carer will be required to collect the phone.