

26<sup>th</sup> June 2019

Dear Parents/Carers

You will be aware that we have recently consulted with students, staff and parents regarding making changes to the use of mobile phones across our school site. We recognise this is a significant shift for all members of our community and we will be introducing this to pupils in assemblies on Wednesday 26<sup>th</sup> June. This will then allow for a few days for students to get used to the changes. The changes will become live from **Monday 1<sup>st</sup> July**. Our amended Mobile Phone Policy (please see below) impacts on pupils, staff and all visitors to our school.

The key changes are:

**Mobile devices must be switched off and out of sight from the time pupils arrive on site in the morning until they leave the school at the end of the school day.**

If you need to contact your child during the school day please call the school on 01934 422000 and we will pass the message to your child. If you need to speak to your child and they need to contact home we will ask them to call from the reception at break or lunchtime, unless it is an emergency.

Should a mobile phone be visible or clearly switched on (for example listening to music) then the device will be confiscated by a member of staff and locked in the main school reception for them to collect at the end of the school day. Repeated confiscation will require collection by a parent/carer. Should this be required, you will be informed by the school as soon as possible.

We continue to monitor the effect of mobile devices on pupil safety, wellbeing and academic progress and will continue to educate our community on safe and regulated usage. Support for parents/carers around digital wellbeing and managing mobile phone use is available from the [UK Safer Internet Centre](#). We also post updates on our Twitter and Facebook pages for your information.

If you have any questions then please do not hesitate to contact your child's tutor.

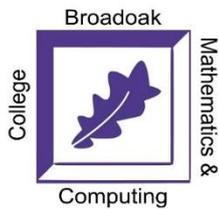
Yours sincerely,



**Mr M. Tipler**

**Assistant Headteacher**

*'Maximising students' abilities, ambitions and academic potential'*



# **Mobile Phone Protocol**

**The school recognises that parents/carers in our community feel the need for their children to have access to a mobile phone for communication with home during their journey to and from school. This helps with safeguarding and child protection especially in the long dark winter months. Broadoak Mathematics and Computing College supports this approach wholeheartedly. We do however also recognise the need to support the digital and mental health of the students in our school.**

**To that end Broadoak has adopted the following mobile phone best use policy:**

- Students are allowed to carry and use their personal mobile phones to and from the school. This is to ensure that students are safe on their way to and from the school. **However the use of mobile phones is not permitted on the school site.**
- Students must switch their phones off before entering the school site and they must not be switched on until the student has left the school site.
- All mobile phones must be out of sight at all times on the school site. This includes not being visible in pockets.
- Students are permitted to contact home at break/lunch time from the school office should the reason be considered appropriate.
- The security of a phone will remain the student's responsibility at all times including PE lessons.

## **Unacceptable Use**

- Any mobile phone on the school site must be out of sight and switched off. Any mobile phone found to be otherwise will be confiscated and placed with the school office for collection at the end of the day.
- Only in exceptional circumstances and with the issuing of an exemption pass from the Assistant Headteacher – Pastoral, may a mobile phone be allowed to be on and in silent mode.
- Students found abusing the use of a phone may be banned from bringing a phone to school.

**The Headteacher's decision on all matters of mobile phones is final.**

## **Sanctions**

- Stage 1: Confiscation till the end of the school day. It is the student's responsibility to turn the phone off before handing it to the member of staff.
- Stage 2: Confiscation of the mobile phone, held for parental collection.
- Refusal to hand over a phone when requested to do so will be considered a significant incident and will result in an Inclusion Base referral.

Please note that the Education and Inspections Act 2006 introduced new statutory powers for schools regarding behaviour and discipline which came into effect on 1<sup>st</sup> April 2007; these re-state powers of confiscation that are included in our policy.