



## DRAYTON MANOR HIGH SCHOOL

### MOBILE PHONE POLICY

This policy sets out the School's framework for determining what is 'acceptable' and 'unacceptable' regarding the use of mobile technology by students while they are at School. Students in Years 7-11 are not permitted to bring a mobile phone to school. Communications between parents and students during the school day should only occur through the School's official communication channels. Parents are expected to contact Reception whilst students wishing to contact home must report to Student Reception.

The purpose of this policy is to prevent unacceptable use of mobile phones by students, and thereby to protect the school's staff and students from undesirable materials, filming, intimidation or harassment.

This policy will operate in conjunction with other policies including the E-Safety Policy and Behaviour Policy. It is recognised that these documents must be reviewed and revised regularly in response to developments on technology.

### THE POLICY

If a mobile phone is seen by a member of staff, it will be confiscated. The member of staff will take it straight to Reception for safe storage, or store it in a locked, safe area and take it to Reception at the earliest opportunity, clearly communicating to the receptionist the name of the student. When a mobile phone is confiscated, the matter will be recorded on Behaviour Watch. The receptionist and/or member of staff who confiscated the phone will inform the student's Head of Year.

Students can expect the following sanction for having their mobile phones in school

#### First Offence

- Parent/guardian will be able to collect it from reception at the end of the day or at their earliest convenience.
- Head of Year detention.

#### Second Offence

- Parent/guardian will be able to collect it from reception at the end of the day or at their earliest convenience.
- Deputy Head detention.

### Third Offence

- Parent/guardian will be able to collect it from reception at the end of the day or at their earliest convenience.
- Break and lunchtime isolation for one week.

### Fourth Offence

- Parent/guardian will be able to collect it from reception at the end of the day or at their earliest convenience.
- Parent/guardian will be contacted and required to meet with a member of the Year team to discuss the incident.
- One-week placement in isolation.

If a student persistently fails to abide by the school rules and code of conduct, he/she will place themselves at risk of exclusion.

Any student who refuses to hand over a mobile phone when requested to do so will be referred to a member of the Senior Leadership Team and the refusal will be treated as a serious disciplinary matter.

As young adults, Sixth Form students are permitted to use mobile phones within their common room only. Sixth Form students must not use their phone in any other area of the school.

In accordance with the Behaviour Policy, the school reserves the right to search the content of a confiscated device where there is a reasonable suspicion that it may contain undesirable material, including those which involve misconduct, violence or bullying.

We have discussed this document with our son/daughter who agrees to follow the Mobile Phone Policy at Drayton Manor High School