



# MOBILE PHONE POLICY

<b>Recommended by:</b>	Senior Vice Principal
<b>Recommendation Date</b>	25 <sup>th</sup> June 2025
<b>Ratified by:</b>	Chair of Governors
<b>Signed:</b>	<i>J. Goodman</i>
<b>Position on the board</b>	Chair of Governors
<b>Ratification Date</b>	25 <sup>th</sup> June 2025
<b>Next Review:</b>	June 2026
<b>Policy Tier (Central/Hub/School):</b>	School

## **Rationale**

Gospel Oak School recognises that mobile phones are a feature of modern society. This policy refers to mobile phones throughout, but also applies to all electronic devices (eg smart watches) that may be used in similar ways.

## **Mobile Phone Acceptable Use Policy**

It is our policy to allow students to have a mobile phone with them in school should they choose to do so under the conditions outlined in the policy below:

- Phones must not be used for any purpose (eg phoning, texting, using the internet, taking photos, checking the time, using it as a calculator, taking videos etc) on the school site.
- Phones must always be switched off (not on silent mode) and kept out of view.

### **Breaches of these conditions will result in the following:**

- The phone will be confiscated and taken to reception. If it is the first breach, then the phone will be given back to the student at the end of the day.
- For subsequent breaches, parents/carers will be required to collect the confiscated item from school on behalf of their son/daughter. If it is not possible for a parent/carer to collect the phone, then it will be released to the student from whom it was confiscated at the end of 5 working days. Any further or serious breaches of the conditions will result in confiscation for up to six weeks (including weekends and school holidays).
- Students who breach these rules will also be subject to sanctions under the 'Behaviour Policy'. This includes refusal to comply with appropriate confiscation which will be treated as an incident of defiance. Continual or serious breaches of the conditions could result in suspension from school.

## **Mobile Phone Acceptable Use Policy (Years 12 & 13)**

Students in Years 12 and 13 are subject to the same conditions as those outlined above, with the exception that they are allowed to use their phones during the school day in the Sixth Form common room only (not classrooms). They should not be used in other areas of school.

## **Mobile phones and examinations**

Phones must not be taken into examinations. The possession of a mobile phone, smart watch or any other electronic devices in an examination room, whether switched on or not is an offence under JCQ regulations. This can lead to disqualification from some or all of an examination series, regardless of whether there is a proven intent to cheat.

## **Malicious use**

- If a user of a mobile phone receives any communication that could be portrayed as menacing, causing harassment or offence to others, they should report it to a member of staff immediately.
- It is a criminal offence under Section 43 of the Telecommunications Act 1984 and the Malicious Communications Act 1988 to use a mobile phone to menace, harass or offend another person. The school may involve the police should such an action occur.

## **Searching a phone**

In line with statutory guidance from the Department for Education (DfE), staff may search a phone, including examining data and files, if there are reasonable grounds to suspect that an offence has been committed or there may be evidence of personal injury or damage to property. Further details on searching, screening and confiscation and a link to the regulations from the DfE can be found in the 'Behaviour Policy'.

## **Sharing nude and semi-nude images**

Making, possessing and distributing any imagery of someone under 18 which is 'indecent' is illegal. This includes imagery of yourself if you are under 18. All incidents and suspected incidents will be investigated as a safeguarding matter in line with our "Safeguarding Children Policy (including Child Protection)" and most recent government guidance:

[Sharing nudes and semi-nudes: advice for education settings working with children and young people - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/sharing-nudes-and-semi-nudes-advice-for-education-settings-working-with-children-and-young-people)

## **Emergencies**

If a student needs to contact his/her parents/carers they will be allowed to use a school phone. If parents/carers need to contact students urgently they should phone reception and a message will be relayed promptly.

## **Security for mobile phones and other valuables**

The school cannot accept any responsibility for theft, loss, damage or health effects (potential or actual) relating to mobile devices, nor for theft, loss or damage to any other valuable item, or for the theft or loss of money. It is the responsibility of parents/carers and students to ensure mobile phones and other valuables are insured.