



MOBILE AND ELECTRONIC DEVICES POLICY

REVIEWED: MAY 2022

Policy approved by Shadow Governing Committee
on 16th May 2022

Signed by the CEO (in absence of Chair):

A handwritten signature in black ink that reads 'Julie Hollis'.

Mrs Julie Hollis

NEXT REVIEW SUMMER 2024

THE BRIAN CLARKE CE ACADEMY
c/o THE BLUE COAT SCHOOL, EGERTON STREET, OLDHAM, OL1 3SQ

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1. Policy Statement

We want all our students to be everything they can be and everything they are meant to be – to be able to live life in all its fullness (John 10.10).

2. Objectives of the Policy

Our approach to electronic devices including mobile phones, smart phones, smart watches, MP3 devices is that they are not to be seen or heard at any point during the school day (including before school, break and lunch time).

For clarity, the school day begins immediately when students walk through the school gate and ends when the student leaves the school building.

This policy must be strictly adhered to and if mobile devices are seen, heard or used by students outside of the following rules, they will be confiscated for **3 school days and a 30 minute same day after school detention** will be issued. If this period spans a weekend, devices will not be returned until the **3 school days have passed**.

Parents are asked not to put staff in a difficult situation by asking for devices to be returned early when students have been in breach of school policy.

If a student has their mobile phone confiscated twice in the academic year parents will be asked to come in and collect the phone on the second occasion after the 3-day confiscation.

Confiscation day	Device returned to student at the End of the School Day
Monday	Wednesday
Tuesday	Thursday
Wednesday	Friday
Thursday	Monday
Friday	Tuesday

3. Mobile and Electronic Devices Guidelines

- Students must not use a mobile device or headphones anywhere in school during the school day, except under the specific direction of a teacher.
- Students must not photograph or record other students unless explicit permission is given by a teacher and consent is obtained from the students photographed. Students must show the resulting picture / footage to the teacher and students involved on request and delete said picture / footage if instructed. Failure to do so will result in the confiscation of the device until the picture / footage is removed.
- Students must not photograph staff without their explicit permission.
- Parents wishing to contact their son / daughter during the school day should contact the school and we will pass on messages to students as well as offering pastoral support if it is needed.
- Students who need to contact parents during the course of the school day should speak to their Head of Year or a member of the pastoral team, who will make a phone available.
- Mobile devices in school are the students' responsibility. They should be switched off and kept securely in bags.
- Students who need to use a mobile after school should do so in a safe place within the school grounds and not on the main road, in line with police advice about mobiles being a major source of street crime.
- Mobile devices may be confiscated as part of investigations into behaviour / safeguarding incidents. A senior staff member will manage this confiscation in line with safeguarding policy. Parents will be contacted. Content on mobile devices will only be viewed in the presence of the student and only if appropriate. In certain circumstances, mobile devices may be passed to the police.

- Parents will be notified by email if their child's mobile device has been confiscated and this also serves as a receipt. Devices will be kept securely, in a locked cupboard, in the school office.
- The school cannot accept any responsibility for the loss of mobile devices which have been brought onto school premises.
- We permit the appropriate use of photography or video devices by parents at school events and productions. We may question or challenge anyone where we suspect inappropriate use.