



SULLIVAN UPPER Preparatory Department

MOBILE PHONE POLICY

Introduction

Mobile phones are part of everyday life, both as a means of communication and as a source of information and entertainment. Whilst we acknowledge the benefits of mobile phones, we must also be mindful of the potential dangers and this policy has been drawn up with child protection as the paramount consideration.

The level of technological sophistication of the latest 'smart' phones means that unchecked internet access is readily available and photographic and video images are of the highest quality. It is also clear that, by and large, young people can be much more au fait with this technology than their teachers or parents.

Policy

The school recommends that pupils **do not** bring mobile phones to school. We understand, however, that for some pupils (eg those who live in remote areas or those who regularly stay late for after-school activities) and in some cases (ie emergencies) a mobile phone may be useful.

The school permits pupils to bring mobile phones to school under the following conditions:

(i) the phone is switched off (not just on 'silent' mode) and stored in a schoolbag, out of sight from the moment the pupil enters the school building in the morning until he/she is released from class at the end of school (normally 3pm);

(iii) the phone is never used to record images (photographic or video) of other pupils or staff

Exceptions:

(a) In an emergency, pupils may use their mobile phone to contact a parent or the emergency services if a member of staff requests or gives permission to do so. The Prep Office will always accommodate requests for contacting a parent.

(b) If, for any reason, a pupil feels that he/she needs to use their mobile phone during the school day to contact parents (eg informing a parent of a change in pick-up time due to the cancellation of rugby practice; sensitive family matters), he/she should access the Prep Secretary or member of staff to phone a parent on his/her behalf.

(c) With the specific permission and guidance of a teacher, pupils may be permitted to use the camera facility on their phone, eg in order to photograph their project in Technology.

Sanctions for breaches of this policy

1. If a mobile is used by a pupil in school hours for a reason which is deemed inappropriate, such as during a play or lunch break, and the pupil knows the rule in advance of the incident, the phone will be confiscated for a week and may be picked up at that time by a parent from the Head of Prep.

2. If a mobile phone rings in class, or a member of staff discovers it to be switched on, it will be confiscated by the member of staff. The phone will be handed into the Prep Office and stored until the end of the school day, when the pupil may reclaim it. If the pupil does not reclaim the phone at the end of the day, then the school cannot guarantee its security, though every effort will be made to do so.

3. If a person's image (photographic or video) is taken without their permission, passed on to other mobile phones or downloaded onto a computer or website (such as Facebook or other social network site), then that 'person' is entitled to pursue the matter with the help of the police and/or legal services. Any such image, even if deleted, leaves an electronic footprint and can be traced. The school takes a very serious view of such behaviour (including where this occurs outside school grounds or hours but which has a direct impact on any member of the Sullivan community) and will punish any pupil found to be responsible.

Security

Mobile phones are valuable items and should be looked after carefully. It is not the liability of the school to insure mobile phones. The school accepts no liability for pupils' mobile phones (except where the phone is in the possession of a member of staff).

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