



## Aviemore Primary School Mobile Phone Policy

### Rationale

Mobile phones are now a feature of modern society and an increasing number of our staff and pupils own one. Increasing sophistication of mobile phone technology presents a number of issues for schools:

- The high value of many phones,
- The integration of cameras into phones leading to potential child protection and data protection issues,
- The potential to use the phone e.g. for texting whilst on silent mode.

### Policy

#### **Children:**

- Phones must not be used for any purpose during the school day.
- Phones must always be switched off (not on silent mode) on entering school and given to the class teacher or stored in the pupil's school bag (kept in the cloakroom).
- If a child breaches these rules the phone will be confiscated and given to the school office for safe keeping. It will be returned to the child after a discussion with parents/carers.

#### **Staff:**

- Phones must not be used for any personal purpose (e.g. phoning, texting, browsing social media) during learning and teaching time.
- If staff are using mobile phones for taking pictures, they need to be deleted at the end of each day.
- Phones must always be switched off or on silent mode during class time and meeting time unless permission has been granted in advance by members of the Senior Management Team.

### Emergencies

- If a child needs to contact his/her parents/guardians, this will be done through the school office.
- If parents need to contact children urgently they should phone the school office and a message will be relayed as promptly as possible.

### Responsibility for mobile phones:

School accepts no responsibility whatsoever for theft, loss, damage or health effects (potential or actual) relating to mobile phones. It is the responsibility of staff, parents and children to ensure that their own mobile phone is properly insured.