



THE PIGGOTT SCHOOL

... a school which inspires and encourages the highest achievement

POLICY WITH REGARD TO THE ACCEPTABLE USE OF MOBILE TECHNOLOGY

Date last reviewed: Spring Term 2013

Responsibility: Deputy Head (Past) and Governors' Curriculum & Student Welfare Committee

Review Period: Annual

THIS POLICY WILL HELP THE SCHOOL TO FULFIL ITS AIMS BY:

1. encouraging a caring environment based on Christian values, where students are confident and respect others
2. Showing openness to new ideas
3. Encouraging and requiring respect and tolerance

The School acknowledges that new technologies can play a part in enhancing the learning of students both at school and at home. It recognises that in some areas of the curriculum for Years 10 and 11 it is occasionally appropriate for students to be able to use their own mobile technology devices in support of their learning in the classroom.

THE OBJECTIVES OF THIS POLICY:

Through following agreed procedures, the objective of this policy is to allow the safe use of mobile devices in circumstances agreed with the teacher, in order to support

1. effective and stimulating learning
2. effective and inspiring teaching

In Key Stage 4 and 5, the use of personal mobile technology devices in the classroom will be at the discretion of the classroom teacher. Students who do not have access to their own personal technology devices in class will not be disadvantaged and arrangements will be in place for them to have access to similar equipment if required.

In Key Stage 3, the use of electronic devices will not feature in lessons and students are not allowed to bring them into School under any circumstances.

The School recognises that it is important to define and educate pupils about acceptable standards of behaviour in relation to the use of such technology in order to ensure a caring and safe environment, which is supportive to all. It is the responsibility of KS4 students who bring mobile technologies onto the School premises, in order to use them during lessons, to adhere to the guidelines set out in the procedures which support this policy.

Protocol and procedures for the use of mobile technology devices at the Piggott School

- **Pupils in Years 7 – 9 should not bring in any form of mobile technology to school.** In cases of emergency students may request to use a School phone to contact parents. Parents, who need urgently to contact or leave a message for their son or daughter, may do so by contacting the School Reception.
- **Pupils in Years 10 and 11** may bring mobile technology devices into School as it is recognised that at times they may wish to use them to support their studies.
- Mobile technology devices should be switched off and out of sight in assemblies, and when pupils are walking between lessons and at break and lunch times. They may be taken out and used in lessons *only* with the permission of the classroom teacher.
- Texting or making calls is not allowed.
- The use of mobile phones to intimidate other students is unacceptable and constitutes a form of bullying. The sending of offensive or threatening text messages is forbidden and students doing so will be subject to sanctions.

In addition the following are strictly banned:

- the use of camera phones to film images of students
- the filming/use of video footage
- the filming of teachers/school staff
- the use of mobile phones to transmit or show obscene/unacceptable images
- **Sixth Form students** are permitted to use mobile devices in their Common Room area only, unless permitted to do so to support learning in lessons.
- The School accepts no responsibility for replacing lost, stolen or damaged mobile technology. Their safety and security is wholly in the hands of the students. The School does not carry insurance to cover the accidental or deliberate loss or damage of any private possessions and therefore will not reimburse any students for the loss or damage of any mobile technology devices in school. All devices should be clearly marked with the student's name.
- It is parental responsibility to ensure appropriate internet filters are in place on any mobile device used to access the internet.
- Mobile devices may be permitted on School trips at the discretion of the trip leader.
- The School does not accept any responsibility for the impact that the use of such devices could subsequently have on pupils' health and well-being

Protocol for non compliance by students on school premises

- Students using mobile technology in a lesson without the expressed permission of the class teacher will have the device confiscated by the teacher. The phone will be returned to the student at the end of the school day at the discretion of the Key Stage Manager/Deputy Head teacher. If a student repeatedly has his or her mobile device confiscated, the parents will be invited into school to retrieve it after a specified period of time.
- Students using a mobile device to video/photograph any person (including staff) without the expressed permission of that person or using the mobile technology to intimidate any other individual or the transmission of obscene/unacceptable images, may result in the student being excluded from class or being issued with a fixed-term or permanent exclusion from school. It should be noted that it is a criminal offence to use mobile technology to menace, harass or offend another person. As such, if action as sanctioned by the School is deemed ineffective, as with all such incidents, the School may consider it appropriate to confiscate the phone and hand it over to the Police/involve the Police.