



Wykham Park Academy (Banbury) Mobile Phone Policy

Version control			
Date of last update	September 2018	Owner	Wykham Park Academy (Banbury)

Date of last review	February 2016	Review period	
Date of next review	Ongoing	Owner	Banbury Academy
Type of policy		LAB or Board approval	LAB



Wykham Park Academy Banbury
an Aspirations Academy

Mobile Phone Policy

Introduction

Mobile phones are a common possession and are increasingly complex and sophisticated. Many people view them as an essential of modern life. There are however many issues that relate to mobile phone use, or indeed possession, in the Academy. This policy sets out the Academy's framework governing the use of mobile phones in the Academy.

Rationale

The purpose of this policy is to prevent unacceptable use of mobile phones or camera-phones by students, and thereby to protect the Academy's staff and students from undesirable materials, filming, intimidation or harassment. Mobile phones in the academy can lead to:

- Disturbance of lessons and loss of concentration in class.
- Robbery or injury to or from the Academy.
- Theft (with the necessary consequential investigation leading to a loss of staff time.
- Unwanted and uncontrolled photographs and video footage.
- With connection to the internet, all the hazards involving online issues such as bullying, grooming and personal security which would be outside of the Academy's strict internet controls.
- Exam situation security.
- Associated risks of prolonged mobile usage.

The Policy (whole school site including break and lunch)

- 1 The academy strongly advises that mobile phones should not be brought into the Academy for all students. Any student using a phone will have the phone confiscated until the end of the school day. They will serve an end of day 30 minute detention. All confiscated phones will be handed into reception and stored in the safe until the end of the detention served.
- 2 The Academy understands a parent's wish for their child to have a phone for contact. However, parents and students should understand that as the Academy can accept no responsibility for loss, theft or damage of any phone, mp3 player or any other device brought into the Academy.

Students are advised not to bring a phone onto the site. Communication between parents and students during the Academy day should only occur through the Academy's official communication channels. Parents are expected to contact main reception.

- 3 The Academy will NOT conduct an exhaustive search for any phone or other electronic device on the site.
- 4 Any student who refuses to hand over a mobile phone when requested will be removed from lessons by a member of the senior leadership team and will be treated as a serious disciplinary matter (an excludable offence).
- 5 It is forbidden to record photographic images (still or video) or sound recordings of staff or students without their explicit permission.
- 6 Any student caught filming another person (and/or uploading images or video onto the internet) will be sanctioned appropriately and their parents informed. If the action is repeated, flagrant or of a serious nature, the matter will be treated as a serious disciplinary issue. The student's parents will be informed and the Governing Body may be notified
- 7 The Academy reserves the right to confiscate and search where there is a reasonable suspicion of a student being in possession of a phone that may contain undesirable materials including those that promote pornography, violence or bullying.

The procedure for dealing with a mobile phone is as follows:

If the mobile is seen, phone rings/sounds or is used for taking photographs, the phone should be confiscated and a detention entered into the student's behaviour management file (Sims).

The phone should be confiscated complete with battery and Sim card.

The phone should be sealed in an envelope with the name and mentor group of the student written on the front. The envelope should then be signed and dated by the member of staff. The envelope should then be taken personally to main reception so that it goes in the safe.

The phone will remain in the safe until the end of the day. This will be after the completion of the end of day detention.

If a student persists in bringing a phone into the Academy then it will need to be collected by a parent and a meeting held with the student's Head of College.