

Colerne Church of England Primary School

Mobile Phone and Smart Watch Policy

for Visitors, Volunteers and Pupils

Parent, Visitors or Volunteers in School Policy

Adults either in school or accompanying children on school trips should not use their cameras, mobile phone cameras or smart watches to take pictures of pupils unless it is at a public event such as Sports day or Summer fair and of their own children.

Personal cameras and mobile phone cameras should not be used to take pictures of children. If parents who accompany children on a school trip are asked by the teacher to take photos of a record of the educational visit, they will be issued with a school camera. Parents accompanying children on school trips should not use their mobile cameras to take pictures of children.

Pupil Policy

While we fully acknowledge a parent's right to allow their year 5 or 6 children to bring a mobile phone or smart watch to school ***if they walk to and from school without adult supervision,*** *Colerne Church of England Primary School* ***discourages*** *pupils bringing mobile phones or smart watches to school due to the potential issues surrounding photos, social media, damage and potential for bullying.*

When a child needs to bring a phone into school, a permission slip (Appendix 1) must be signed by the parent and phone must be left with the teacher at the start of the day and collected at the end of the day. Phones should be clearly marked so that each pupil knows their own phone. Parents are advised that Colerne Church of England Primary School accepts no liability for the loss or damage to mobile phones which are brought into school or school grounds.

Where a pupil is found by a member of staff to be using a mobile phone or smart watch, the item will be confiscated from the pupil, handed to a member of the office team who will

record the name of the pupil and attach it to the confiscated item. The mobile phone or smart watch will be stored by the school office staff. The pupil may collect the phone or smart watch at the end of the school day. A letter will be sent home to parents requesting that a permission slip be returned the next day. If this practice continues more than three times, then the school will confiscate the phone or smart watch until an appropriate adult collects the item from a senior teacher.

If a pupil is found taking photographs or video footage with a mobile phone, of either other pupils or teachers, this will be regarded as a serious offence and disciplinary action will be taken according to our Behaviour policy.

If images of other pupils or teachers have been taken, the phone will not be returned to the pupil until the images have been removed by the pupil in the presence of a senior teacher. (Please see more guidance on sexting in our Child Protection Policy).

Should a pupil be found to be using their phone or smart watch inappropriately, the school reserves the right to withdraw this privilege and they will no longer be able to bring a phone or smart watch into school.

We ask that parents should talk to their children about the appropriate use of messsaging as they can often be used to bully pupils.

Should parents need to contact pupils or vice versa during the school day, this should be done via the usual school procedure of contacting the school office via phone or email.

This policy supports the Health and Safety, Anti Bullying, Child Protection, Safeguarding and Online Policies. This policy will be monitored and reviewed as required but at least every two years.

REVIEW HISTORY

Policy Issue	Date Policy Reviewed	Revisions Agreed	Date Revised Policy Agreed	Date of Next Review
1.0	July 2018	Policy issued and adopted.	July 2018	July 2020
1.1	July 2020	Minor revisions	July2020	July 2022
1.2	November 2022	No revisions	Nov 22	Nov 24
1.3	September 2024	Minor changes	September 2024	September 2026
1.4	September 2025	No changes	September 2025	September 2026
1.5	September 2026	No changes	September 2026	September 2027

Signed …….... Chair of Governors

Signed …….....Headteacher

Date …….

APPENDIX 1

MOBILE PHONE/SMART WATCH PARENTAL CONSENT FORM

Dear Parent/Carer

In accordance with our Mobile Phone & Smart Watch Policy, if your child is bringing in a mobile phone to school on a regular basis, please could you sign the form below to give your permission for your child to do this and remind them of our school policy.

- Your child needs to bring their phone or smart watch to the Class Teacher first thing in the morning before they go to their classroom
- The school bears no responsibility for the loss or damage to a mobile phone or smart watch
- Your child's phone or smart watch should be appropriately marked so that they can recognised it
- Should your child be found using their phone or smart watch inappropriately, the school reserves the right to withdraw this privilege and they will no longer be able to bring their phone or smart watch into school

Thank you.

Yours sincerely

Mark Solomon
Head Teacher

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MOBILE PHONE/SMART WATCH PARENTAL CONSENT

I/We give permission for our child (Name) ……in

Year …… to bring their mobile phone/smart watch into school

We have read the policy and understand its implications.

Signed …… Date ……

PLEASE RETURN PERMISSION SLIP TO THE SCHOOL OFFICE. THANK YOU