

PRIMARY MOBILE DEVICES POLICY

Rationale

We are committed to providing a caring, friendly and safe environment for all of our students and believe that modern technology in the form of mobile devices, when used appropriately, can enhance student's learning within School. We are also clear that when mobile devices are used inappropriately, they distract from the core school business of learning, and at worst can be used as a tool for bullying.

In order to strengthen our Child Protection practices and to reduce risk for all of our community, ISB Primary School implements the following policy with regard to Mobile Devices.

Policy

- Laptops, Netbooks and tablets are allowed on days specified by the class teacher.
- Mobile phones are not allowed to be brought into school by Primary children.
- If a student needs to call home, s/he will gain permission from their class teacher for them to attend the reception desk to make the call.
- E-readers are not allowed in school, unless directly requested by the class teacher due to a class text being discussed. This is because we have plenty of physical books and want to minimize possible loss or damage of valuable mobile devices.
- A student found with a mobile device at a time not strictly requested by the teacher (apart from the immediate arrival or departure to/from school) will have their device withheld. **All mobile devices must be stored in the locked classroom cupboard when not in use during lessons.**
- Electronic devices are considered a valuable aid to learning and will be permitted to be used in class only with the express permission of the teacher. Such devices must only connect to the internet via the school's Wi-Fi. They must not have a separate facility for access via a commercial mobile data network.

Unacceptable use

The school will consider any of the following to be unacceptable use of the mobile device and a serious breach of the school's behaviour policy resulting in sanctions being taken.

- Photographing, filming or recording in lessons without permission.
- Photographing or filming staff or other students without their knowledge or permission.
- Photographing or filming in toilets, changing rooms and similar areas.
- Bullying, harassing or intimidating staff or students by the use of text, email or multimedia messaging, sending inappropriate messages or posts to social networking or blogging sites.
- Refusing to switch device off or handing over the device at the request of a member of staff.
- Using the device outside school hours to intimidate or upset staff and/or students will be considered a breach of these guidelines in the same way as unacceptable use which takes place in school time.

Withholding procedure

- When a mobile device is withheld by a member of staff it will be handed to the designated member of the SMT.
- The device will only be returned to the student's parent or legal guardian after the policy breach has been discussed.
- Repeated offences may result in the student being referred to the Principal for more serious sanctions which may include the possibility of the permanent withdrawal from the school.

I _____ (Pupil's name) have listened to my teacher discuss the rules of using mobile devices in school, discussed them with my parents and agree to follow the rules at all times.

The main rules being:

- I will only use my device for school purposes, eg researching information, recording my stories orally or on video.
- I will not use my device to play games during school time, nor will I discuss the games in the lesson time.
- I know my device must only access the school's wifi system and not be able to connect outside providers, eg an Orange or Vodafone service.
- I know I cannot bring in mobile phones.

I _____ (Parent's signature) have discussed the rules of using mobile devices in school with my child.

I agree to discuss with them regularly what they have been doing in school with their mobile device and review the rules. I will discuss any concerns with my child's class teacher in order to prevent any issues occurring.

I _____ (Class teacher's signature) have discussed the rules of using mobile devices with the class and will do so on a regular basis in order to ensure all children are using them safely.

I will provide suggested, safe and checked websites for the children to use when researching, and to aid further safe research skills by discussing key words and proactively checking the children when they are using the Internet.

Date all agreed for academic year 2015-16: _____