

Mobile Phone & Electronics Policy

The Sittingbourne School



Approved by:	Lynn Lawrence	Date: June 2023
Last reviewed on:	June 2022	
Next review due by:	June 2024	

1. This policy applies to all students in Years 7-13. All staff and school visitors are expected to follow this policy in order to model our expectations of students.

NB Members of staff including Premises staff, ICT technicians and SLT members whose role within school require them to be contactable at all times will be able to use their phones with discretion when needed.

2. To prevent any disruption to learning, if a student brings a mobile phone or other electronic devices to school, it must be switched off and kept out of sight once the student is on the school site. Mobile phones can only be used in designated areas at break and lunch time. Mobile phones must not be seen, heard or used in lesson time or during lesson changeovers.

4. If a mobile phone or electronic device is seen, heard, used or found to have been used outside of a designated area and/or during lesson time or during lesson change over, it will be confiscated by a member of staff and handed to the Head of Year or Pastoral Support Manager.

5. Confiscation of items by staff is in accordance with the Department for Education's advice on Searching, Screening and Confiscation:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1091132/Searching_Screening_and_Confiscation_guidance_July_2022.pdf

The school will not accept any responsibility for any loss or damage to mobile phones, headphones or any other electronic devices, even if they have been confiscated.

As with any item confiscated in school, the mobile phone, electronic device or headphones are only returned at the Headteacher's discretion as stated in Section 91 of the Education and Inspections Act (2006).

6. It is the student's responsibility to collect the item(s) at the end of the school day from the Head of Year's office.

7. Headphones (including earpods and AirPods) and speakers are not permitted in school. If they are seen or heard on the school site, including at break and lunchtime and in social spaces, they will be confiscated by staff and handed to the Head of Year.

8. Serious or repeated breaches of this policy will result in the student losing the privilege of being allowed a phone on the school site.

9. Parents/carers are politely asked to not call or message their child during the school day. Parents/carers who want to contact their child should call the school. We also ask that parents/carers discourage their child from calling or messaging them during the school day. Accepting a call or reading a message from a parent/carer during lesson time or outside of a designated area may result in the child's phone being confiscated.

10. Exam board regulations stipulate that no mobile phones may be taken into an exam hall under any circumstance. Any breaches of this will lead to disqualification from that exam and possibly other exams.

11. Breaches of this policy will be treated as any other breach of school rules. Incidents of cyber bullying or the possession of phones with illegal content will be treated in accordance with the relevant school policies.