

	Written by:	Mr P Foley
	Date:	
	Checked by:	Mr C Clinton
	Date:	2 <sup>nd</sup> July 2024
	Approved by:	Governors
Date:	10 <sup>th</sup> July 2024	
Next Review date:	July 2025	



## Mobile Phone Policy

"Free yourself from the addiction to mobile phones...phones are for connecting, life is for communicating" Pope Francis

## **Mission Statement and the Ethos of Archbishop Ilsley Catholic School**

At the heart of our curriculum is teaching our young people to let their light shine as they live out Christ's call to:

'Love one another, as I have loved you.'

We believe all pupils should learn about the 'best that has been thought and said' through the lens of Christ. We aim to provide a broad, balanced and challenging curriculum for all rooted in the gospel values. This is so they can appreciate with wonder and awe the beauty in the world and uphold human dignity as responsible citizens of the future, who live out our British values and Catholic Social Teaching.

It is our aim to establish the highest possible standards of behaviour at Archbishop Ilsley Catholic School. We want the school to be a warm, caring, friendly and happy school where learning can flourish

Removing the distraction of mobile phones and social media during the school day is central to achieving our mission.

### **Formation of this document**

The basis of this document is the government guidance on mobile phones that can be found here: [Mobile phones in schools - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

### **Aims of the policy**

1. To ensure teachers can teach, and pupils can learn in an environment free from unnecessary distraction, disruption and diversion
2. To promote and recognise healthy behaviour with regard to the use of mobile phones
3. To have a sensible and proportionate policy that promotes high standards, is easily understood by pupils and straightforward for staff to apply;
4. To be clear for pupils to understand and follow;
5. To raise pupils' awareness that actions and choices have consequences.

As part of St Teresa of Calcutta MAC, Archbishop Ilsley is committed to safeguarding all pupils from the dangers associated with mobile phones and social media whilst at school.

### **Rationale**

We owe it to our pupils to do what we can to remove distractions and enable them to be fully present and engaged in the classroom. We also owe it to our pupils to keep them safe at school. By removing mobile phones from the school day, we can create a safe space where pupils are protected from the risks and dangers associated with social media and cyber-bullying, as well as the peer pressure and possible stigma

associated with owning what are often expensive devices. This is why we prohibit the use of mobile phones throughout the school day – not only during lessons, but break and lunchtimes as well and why we have adopted a policy of mobile phones not being used, seen or heard at any point, anywhere on the school site. This applies to all pupils in Year 11 or below.

Key Stage 5 (6th Form) pupils may use their mobile phones **in their designated 6th Form area only**. They are not allowed to use their mobile phones in any other areas of the school site.

Please note that the policy is ratified by the Local Governing Body, supported by the MAC legal team and is linked to the Department for Education Mobile Phone guidance.

### **Key information**

Pupils in Years 7 to 11 are not permitted to use mobile phones on the school site during school hours.

We recognise that some pupils may need to carry a mobile phone/electronic equipment on their way to school. However, they do not need to use these devices during the school day. Parents can contact their children in an emergency on 0121 706 4200 or emailing [enquiry@ilsley.bham.sch.uk](mailto:enquiry@ilsley.bham.sch.uk).

Pupils who need to make emergency calls can do so by asking a member of the reception staff or Pastoral Lead. We appreciate that there may be rare circumstances when pupils need to communicate with parents for their safety or safeguarding purposes. We can enable pupils to make contact with parents/family, under staff supervision, in exceptional circumstances.

**Phones should be turned off before they leave form time** and kept in school bags rather than pockets in order to remove the temptation to use the phone. At no time can pupils use phones to record or photograph any member of our school community whilst on school premises.

The school accepts no responsibility for the security of mobile phones/electronic devices or other items and valuables (jewellery, money etc) brought into school. Members of staff are not able to investigate missing phones, or other valuables.

Other devices such as smart watches used to access text, internet, social media will also be subject to this policy. Bluetooth items used to access audio, such as airpods and speakers, are also subject to this policy.

### **Failure to comply with this policy**

If a pupils' mobile phone or is heard or seen by a member of staff it will be confiscated and the pupil will be issued with a sanction.

Any refusal to comply with this reasonable request will be treated as C5 level of defiance and will result in referral to the Senior Leadership Team for an appropriate sanction to be issued.

At times it may be necessary to search a pupil's possessions without consent – for example, if a mobile phone/electronic device is heard but the pupil denies being in possession of such an item. (Please see the 'Searching and Confiscation' section of the Behaviour and Positive Recognition policy for further information).

If a pupil has a mobile phone/electronic device in their possession, it will be assumed that this is their property and this policy will be applied accordingly.

**The use of mobile phones to take photos, make videos and upload to social media and will be viewed as a serious offence under this policy** and could lead to a Fixed Term Suspension. (Behaviour and Positive Recognition policy for further information on suspensions and exclusions).

### **Exemptions**

Should a pupil require the use of mobile phone technology to manage medical conditions e.g. Type 1 diabetes, Bluetooth hearing aids etc, this will be allowed and the pupil will have a permission note in their planner.

These arrangements are agreed with individuals as appropriate in consultation with parents and the Head of Year.

### **Use of mobile phones by visitors**

All visitors to the school should refer to Appendix 2.

## Appendix 1 – Sanctions: misuse of mobile phones

Situation	1st Offence	2 <sup>nd</sup> Offence	3 <sup>rd</sup> Offence	4 <sup>th</sup> and beyond
Mobile phone heard indirectly e.g. alarm goes off, an incoming call.	Phone confiscated and handed back to pupil after detention.  C3 detention issued	Phone confiscated and handed back to parent after detention.  C3 detention and C3+	Phone confiscated and handed back to parent after detention.  1 day in internal exclusion and C3 detention	Phone confiscated and handed back to parent  2 days in Internal Exclusion and C3+ detention
Pupil is seen using mobile phone.  Mobile phone used in school to text/call/share images/video footage etc*.	Phone confiscated and handed back to parent after detention.  C3 detention and C3+	Phone confiscated and handed back to parent after detention.  1 day in internal exclusion and C3 detention	Phone confiscated and handed back to parent  2 days in Internal Exclusion and C3+ detention	Phone confiscated and kept for 3 school days.  Handed back to parents.  3 days in Internal Exclusion and C3+ detention
Mobile phone used in school to take photos/video (not shared/posted online)	Phone confiscated and kept for 5 school days.  Handed back to parents.  1 day in Internal Seclusion	Phone confiscated and kept for 5 school days. Files checked by HT/DSL.  Handed back to parents.  2 days in internal Seclusion	Phone confiscated and kept for 5 school days. Files checked by HT/DSL.  Handed back to parents.  3+ days Fixed Term Suspension	Phone confiscated and kept for 10 school days. Files checked by HT/DSL.  Handed back to parents  3+ days Fixed term suspension

Mobile phone used in school to take photos/videos which are then shared or posted online	Phone confiscated and kept for 5 school days. Files checked by HT/DSL  Handed back to parents. 3 days in Internal Seclusion	Phone confiscated and kept for 5 school days. Possible police involvement.  Handed back to parents. 3 days Fixed Term Suspension	Phone confiscated and kept for 10 school days. Possible police involvement.  Handed back to parents. 5 days Fixed Term suspension	Phone confiscated and kept for 10 school days. Handed back to parents. Possible police involvement.  Headteacher to decide next steps

The information provided is to be used as guidance, the Senior Leadership Team may use their professional discretion as and when required. This may signify a change to the above responses.

Please note the length of time the phone is confiscated does mean that mobile phones / electronic devices could be kept over the weekend.

All incidents as listed above will also involve reflection and could involve work with our online safety officers / police liaison officer to encourage reflection and understanding of the actions taken. The police could be contacted in some circumstances.

\*If the sharing of images/video footage is of an inappropriate nature or is discriminatory towards a person's protected characteristics, as defined in the Equality Act 2010, this may lead to a fixed term suspension.

## Appendix 2 - Visitors

---

Archbishop Ilsey prides itself on maintaining high standards in terms of its Safeguarding obligations. In order to support this aim and objective, please read carefully the following guidance.

### Use of mobile phones in our school.

- Please keep your mobile phone on silent/vibrate while on the school grounds.
- School staff are permitted to use their mobile phone when logging onto a computer (as part of their two-factor-authentication), taking a register or informing a pupil of what lesson they should be in.
- Please do not use phones where pupils are present. If you must use your phone, you may go to the staffroom located in between O'Donnell Hall and the swimming pool.
- Do not take photographs or recordings of pupils unless you are directed to do by a Senior Leader.
- Do not use your phone in lessons, or when working with pupils.
- If you have any safeguarding concerns, please these to a Designated Safeguarding Leader or a member of reception.
- If you are a supply teacher, please refer to the information provided and ensure that the rules pertaining to children's use of mobile phones are strictly adhered to.

The school accepts no responsibility for phones that are lost, damaged or stolen while you are on the school grounds

*C. Clinton*

Mr Ciaran Clinton  
Headteacher

Ms C Francis  
Chair of Governors