

---

*The school strongly advises that mobile phones, accessories or other electronic equipment are not brought onto the school site.*

*Wellings School does not condone the use of mobile phones or other electronic equipment inside the school buildings, \*with the exception of the canteen during breaks and lunches. In an emergency, parents and students will be contacted via the school office. The school expects parents/carers to support the school in this policy.*

*Students bringing their mobile phone into school do so at their own risk and must adhere to the school's policy. If these rules are not followed, the school reserves the right to confiscate the mobile phone, phone accessories or other electronic equipment.*

---

### **Mobile telephones, phone accessories or other electronic equipment.**

We recognise that, in some circumstances, parents / carers need to be able to contact their child on the way to or from school. However, the school recognises from recent research and supported by Ofsted that mobile phone use during the school day can have a negative impact on learning and social behaviour, reducing development of good communication skills. Therefore, the school does not permit the use of mobile phones during lesson time or in the school buildings with the exception of the school's canteen.

\*Using the mobile phone in the canteen is viewed by the school as a privilege.

If you decide that you wish your child to bring their mobile phone to school then the following rules must be followed.

- The school will not accept responsibility for lost / stolen / damaged electronic equipment.
- All earphones / headphones, wireless or otherwise, are banned from the school site and will be confiscated if they are seen.
- Mobile phones must be switched off and stored in the student's school bag at all times, other than when in the canteen.
- Students will not receive warnings regarding the Mobile Phone Policy; any sightings of a mobile phone in lessons will result in confiscation. It is not permitted to carry phones in pockets at any time. Students who do not have a school bag that day will be required to hand their mobile phone to their form tutor to collect at the end of the school day. A suitable school bag is a required item as listed in the School Uniform Policy.
- At times Photography/Art may allow students to use their phone's camera function for learning purposes under staff supervision.
- Any mobile phone/electronic equipment seen out of the bag during lessons will be confiscated immediately without a warning being issued. The phone/electronic equipment should be collected from that faculty area at the end of the school day.
- Students using their phones / mobile equipment inside school building, with the exception of the canteen, will have their phones / mobile equipment confiscated until the end of the day. All phones must be switched off and returned to bags **before** exiting the canteen.
- There is a facility in PE for valuables to be handed in; they are at risk if left unattended in the PE changing rooms/PE areas.
- Parents / carers are requested not to contact students by phone call or text during the school day. In an emergency, please contact the school office.
- Students must not use their mobile phones to contact parent/carers during the school day as this can cause unnecessary stress for the parent/carer and may create a delay in the school's ability to respond appropriately to concerns. The school will judge when contact with parents / carers is necessary.
- Mobile phones **must not** be used in school (either inside or outside) to record images without permission or be used to bully other students. This is an integral part of our Safeguarding Policy. Students believed to have inappropriate or illegal images or videos on their phones, whether captured themselves or sent to them by others, will have their phone confiscated and the matter referred to the police.

- After 08.55, students arriving to school without a bag will be required to hand over their phone to be collected at the end of the day from Reception.
- Mobile phones should not be taken into any examinations. Students will be provided with the opportunity to put their mobile phone in a safe place during the examination. Any student found in possession of a mobile phone, including those turned off, within a bag or coat, will be reported to the appropriate examination board. This may result in the student's withdrawal from either that examination or all examinations.

### **Sixth form students**

Sixth form students have the privilege of using the mobile phones in the Sixth Form Centre; this includes the use of ear/headphones. This is under the condition that they do not disturb the study of others. The same regulations apply, to all other students in the school, regarding the use of phones and ear/headphones in lessons and the remainder of the school buildings. Phone charging is not permitted in the Sixth Form Centre.

For sixth form students, exceptions to phone-use in lessons may be made by teachers e.g. Photography, research or to photograph PowerPoint slides. This is always at the teachers' discretion.

### **Canteen**

Students are permitted to use their phone if they remain in the canteen at break and lunch times. They must abide by the rules for sharing and taking images, and not using the phone in an inappropriate way. Before leaving the canteen students must switch off their phone and place it in their bag.

### **Sanctions.**

If a member of staff confiscates a mobile phone or ear/headphones, the item will be returned at the end of the school day. Refusal to submit these items at the teacher's request will result in a Fixed-term Exclusion.

Students who repeatedly breach the school's mobile phone policy, or those involved in serious incidents relating to the capturing or circulating of inappropriate images or videos, will lose mobile phone privileges. These students will be expected to hand their phone in to a member of staff at the start of the school day each day to be returned at the end of the day.

### **Collected confiscated electronic items and accessories**

Students should collect the items at the end of the day. They must have their planner as proof of identity.

---

#### **IMPORTANT NOTE:**

FOR STUDENT AND STAFF SAFEGUARDING AND WELL BEING, ON NO ACCOUNT ARE STAFF TO PHYSICALLY REMOVE FROM STUDENTS MOBILE PHONES, PHONE ACCESSORIES OR OTHER ELECTRONIC EQUIPMENT. IF THE STUDENT REFUSES TO HAND OVER THE ELECTRONIC DEVICE, THIS IS A RED LEVEL INCIDENT AND WILL BE DEALT WITH BY THE SENIOR TEACHER ON PATROL.

---