



## Use of Mobile Phones & Smart Watches

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|--|---------------|-----|
| Disclosable under Freedom of Information Act |               | Yes |
| To be published on website?                  | Non-statutory | Yes |

### Policy ownership

|                               |  |
|-------------------------------|--|
| Governor committee:           | Progress & Well-being                                  |
| Department responsible:       | Senior Leadership Team                                 |
| Post-holder: (title and name) | GUB, Assistant Head & SDSL                             |
| Linked procedures             | Use of ICT (Students) Policy, Safeguarding & Behaviour |
| Responsible person:           | GUB, Assistant Headteacher                             |
| Implementation date:          | September 2024   |
| Planned review interval:      | 3 years  |
| Planned next review date:     | June 2027  |

## Introduction

This policy relates to all students at Stratford Girls' Grammar School and should be read in conjunction with the Use of ICT (Student) Policy and Behaviour Policy.

Under-pinning all our work in school is our whole school approach to well-being. We understand the importance of 'down time', away from screens, being mindful and the benefits of 'green medicine',. We believe it is important for our students to spend time interacting with one another or participating in extra-curricular activities at break and lunch time.

The school recognises that the internet provides young people with a wealth of opportunities for their entertainment, communication and education. In general, our approach and expectations regarding the use of digital technology are guided by our school [ethos and values](#).

The school provides its students with access to the school network and internet in order to enhance students' education and learning. Digital learning is a component of every academic subject and is also taught as a subject in its own right. Stratford Girls' Grammar School operates a Bring Your Own Device Policy, which allows students under the direction of their staff to access, develop and support their learning in lessons. When available, students may use the machines in the ICT rooms and in the Library for private study during breaks and lunchtime to support their academic studies. Whilst we operate a school filtering and active monitoring system, it is essential that students behave responsibly and sensitively when using computer equipment, mobile technologies or accessing the internet. Our code around the use of digital technology is set out in our Use of ICT Policy, which students are asked to sign annually as read and understood.

The addictive nature of mobile phones is increasingly well understood, as are their concerning impacts on the developing brain. We know that through supporting students in managing their screen time, we can improve pupils' academic achievement, mental health and focus.

The School's expectations regarding the use of all digital technology, including 'bring you own device', is outlined in the Use of ICT (Student) Policy. The agreement that all students are expected to sign annually is also located in this document.

## Years 7 – 11

- Students are allowed to bring mobile phones and smart watches to school. All mobile technology should be identifiable to its owner for example, either through the home screen or a label under any protective case.
- Once on school site, all mobile devices must be switched off or placed on silent immediately. They should remain this way until the student leaves the site for the day. Students are responsible for doing this.
- Mobile phones/smart watches and earbuds/headphones should not be seen, heard, or used, unless a teacher requests explicitly that a student or students use them for educational purposes in their classroom.
- Electronic/smart watches with internet connectivity will not be automatically banned, but if they are used for purposes of communication or to browse the internet will be treated as prohibited devices.
- Students who catch a bus from school may use their mobile phones to access their bus pass from 3.55pm once they are outside of the main buildings
- Students should not contact parents/carers during the school day (8.50am to 3.55pm). If it is absolutely necessary, contact with home should be done through Student Support or the Sixth Form Office, under the supervision of the Pastoral Support Officer.

## Sanctions

Any mobile phone/smart watch should not be seen or heard, therefore, it must be on silent or switched off at all times when on the school site. Students can expect to be sanctioned for misuse of their mobile phone/smart watch on school property.

- **IN LESSONS:** Students who are found to be misusing their mobile phone/smart watch in a lesson will receive a behaviour point on Bromcom from their teacher. Their phone will be confiscated and handed into Student Support. Students can collect their mobile phone/smart watch at the end of the day and will sign to say they have collected it.
- **AROUND SITE:** Students who are found to be misusing their mobile phone/smart watch outside of a lesson will have their device confiscated. Students can collect their mobile phone/smart watch at the end of the day and will sign to say they have collected it. In this case, a behaviour point will be added by Student Support.
- Students who receive two behaviour points for misusing their mobile phone/smart watch in one academic year will serve a Head of House detention.
- Students who receive four behaviour points for misusing their mobile phone/smart watch will serve a SLT after-school detention, and parents/carers will need to meet with a member of SLT. These students will also need to hand in their phones to the Student Support at the start of each day for a two-week period as a minimum.
- Any student found using or to have used their mobile phone in a toilet or changing room area, will automatically be treated as having received two behaviour points, because using a device which is usually also a camera in such areas is particularly inappropriate and is a safeguarding concern.
- Any student who repeatedly misuses their mobile phone/smart watch risks a permanent device ban and other sanctions, as appropriate from the school's Behaviour Policy.

## Sixth Form

- Students are allowed to bring their mobile phone/smart watch to school, but once on school property, they must be switched off or placed on silent immediately.
- Sixth Form students may use their mobile phone/smart watch and earbuds/headphones **ONLY** in the Manor. They may not use them in corridors, library, whilst travelling around the main school or in lessons, unless a teacher requests explicitly that students use them for educational purposes in their classroom.
- Electronic/smart watches with internet connectivity will not be automatically banned, but if they are used for purposes of communication or to browse the internet, it will be treated as a prohibited device.
- Any student who misuses their mobile phone/smart watch risks being banned from using this device in school, even in Sixth Form areas. Repeated inappropriate use will be sanctioned using the range of sanctions listed in the school's Behaviour Policy.

## Exemptions

We recognise that a small number of students across Years 7-13 use their mobile phone/smart watch for medical reasons. These students will be supported to continue to use their devices as necessary. Such usage will be by agreement with parents/carers.

## Review

This operational policy will be reviewed by SLT in December 2024, following one term of operational use.