



USE OF MOBILE DEVICES IN COLLEGE

Mobile devices include: Mobile phones, iPods, MP3/4 Players, products with an electronic communication/storage device or digital facility.

Cromwell Community College recognises that parents may wish their children to have mobile devices for use in cases of emergency. However, mobiles can be used inappropriately and are potentially targets for theft and bullying. The Governing Body has, therefore, adopted the following policy which will be rigorously enforced.

- Mobile devices should not be generally used on College premises and pupils should keep them switched off and out of sight. However the College recognises that appropriate use in break times with parental consent is acceptable.
- If pupils feel they need to use their devices during lessons, particularly in very unusual circumstances, such as a family emergency, pupils should always seek staff permission to use their mobile. Pupils must not use mobile devices without the explicit permission of a member of staff.
- Mobile devices should not be used in classrooms unless directed by the teacher in an appropriate manner.
- Pupils who ignore this policy and use a mobile device without permission or in an inappropriate manner will be asked to hand over their phone to a member of staff. A ticket will be exchanged for the phone which pupils will need to produce to receive their mobile back. In **most** cases the mobile should be handed back to the pupil at the end of the lesson. If a pupil refuses to follow the request to hand over their device to a member of staff, the usual procedures should be followed in line with the behaviour policy.
- **If a member of the staff of the College has any suspicion that a mobile device has unsuitable material stored on it, pupils will be required to hand over the mobile to a member of staff and parents will be asked to collect it from a senior member of staff.**

- In circumstances where there is a suspicion that the material on the mobile may provide evidence relating to a criminal offence the phone will be handed over to the police for further investigation. (There has been a court case where a person has received a custodial sentence for showing someone a video on a mobile phone, which caused them distress. Parents and pupils should be aware that such incidents are likely to be treated seriously by the Courts).

Parents will need to recover the mobile from the police in such circumstances.

- If a member of staff finds a mobile device, they should **not** attempt to open or access it any time. Any devices should be handed into the Main office where they will be stored securely until they are claimed.
- Pupils are strongly discouraged from bringing camera phone/devices into College because of their higher value and potential for misuse.
- Pupils remain responsible for their own property and will bear the responsibility of any losses.
- Any failure to comply with the above guidelines may result in normal disciplinary action to be taken up to and including the consideration of permanent exclusion of the pupil concerned.
- Examinations – possession of unauthorised items is an infringement of the regulations and could result in **disqualification** from the current examination. Candidates are advised that mobile devices in particular should not be in their possession whether or not switched on.

Parents should be aware that whilst there are obvious benefits to pupils having a mobile device in terms of potential safety there are also some associated risks such as potential for theft, bullying and inappropriate contact, including grooming by unsuitable persons.