



## Innovation, Aspiration and Excellence

### Mobile Device Policy

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<b>School Link</b>	Chloe Buckenham (Vice Principal)	
<b>Principal</b>	Michael McCulley	
<b>Chair of Academy Improvement Management (LG) Board</b>	Johanne Thomas	
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<b>Author(s)</b>	Chloe Buckenham	
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## Contents

1. Houlton School Mobile Device Policy	3
2. Mobile Device Usage Agreement	3

This policy outlines the acceptable use of mobile devices at Houlton School for our pupils and applies to any electronic device brought in by pupils that is deemed to be obstructive and disruptive to teaching and learning. This may include phones, iPods, DS/Game consoles, headphones/AirPods and smart watches. This does not include those pupils who require the use of electronic devices as an essential tool for their learning.

## **1. Houlton School Mobile Device Policy**

For Years 7-11, mobile phones and electronic devices are not permitted at school. This is to prevent disruption of lessons and to avoid the possibility of theft and inappropriate use.

If a pupil needs to phone home during school hours they can do this from Pupil Services with the permission of a Pupil Experience Leader.

If a parent/carer needs to contact a pupil urgently then they should telephone the school. A message will be taken to the pupil immediately.

If a pupil lives outside of the immediate Houlton community and would like to have a mobile phone available on the journey to school, the device must be switched off and put away before coming onto campus and must not be seen during the school day.

Any devices seen during school hours (including during social times) will be retained by school staff and a consequence issued. Any pupils found to be photographing or sharing images on a device in school will incur more serious sanctions in line with our Positive Behaviour Policy. The device will only be returned to a parent/carer who will need to visit the school to collect the item(s).

Should this happen, please telephone the appropriate Pupil Experience Leader to arrange a time to collect the device. If you arrive at school without contacting Pupil Services then it may not be possible to collect the device, as it will have been locked away in a secure area.

## **2. Mobile Device Usage Agreement**

Pupils and their parents/carers agree to adhere to our Mobile Device Usage Agreement as part of the admissions process.