

# SmartPhone Policy: September 2018

## Definitions

In this policy “phone” or “smartphone” is taken to mean both the phone AND the SIM card. The SIM card is not regarded as a separate item from the phone.

This policy extends to any portable internet-enabled device or device which enables a messaging service or social media to be accessed, or a computer game or music to be played.

## Reasons for this Policy

- It will improve academic performance. A 2015 survey by the London School of Economics found that "schools which restrict access to mobiles subsequently experience an improvement in test scores". Studies by the Universities of Texas and Louisiana estimate a figure of 6% improvement.
- It provides a seven-hour break from “likes” or gaming.
- It would reduce the total amount of screen time for students each day.
- It would further reduce phones disrupting learning in lessons.
- It will improve conversation and interaction between students, an important part of a young person’s psychological and emotional development.
- It would help stop cyber-bullying and some safeguarding issues.
- It would also counter illegal use of smartphones (especially photographing, filming and posting images of students and sometimes staff without knowledge or permission).
- It would help reduce the number and extent of behaviour and welfare issues, including mental health, which have social media as a contributory factor.
- It will aid safety. Most smartphones can now by-pass College filters to access the internet. Signal blockers would be expensive and not effective, because of our site.
- Social media is possibly addictive and is certainly habit-forming for some students.
- The General Data Protection Regulations come into force in May 2018. A student smartphone ban would contribute to the principle of data security by reducing further the risk of personal information being spread.
- Reduction to the risks of lost, damaged or stolen smartphones.
- Many teachers support a smartphone ban. A Clyst Vale staff survey indicated that 80% are in favour of a ban during school hours.
- Some American states already ban smartphones, and France is introducing a ban in all schools from September 2018.
- The Children’s Commissioner’s Report “Life in Likes” raises many concerns about the social and emotional harm caused by smartphones as well as the impact on learning and achievement.

- Although there are many positive uses of phones (indeed some teachers use them very effectively in lessons), and we acknowledge their obvious value as a communication tool, the adverse effects we are seeing on learning, behaviour, socialisation and participation currently far outweighs these benefits.

## The Policy

Mobile phones must be switched off once a student is on the school premises and should remain off until 3.20 pm. To be clear, once a student has alighted from their bus, parental car or walked/cycled through the College gate phones should be turned off. Phones should be placed securely in bags, not in pockets.

Phones are not to be used at any time during the school day unless permission is given by a teacher or a teacher requests they are used for a specific purpose. Phones are therefore not to be used at break, lunchtime, or lesson changeovers. Sixth Form students may use their phones in the Post-16 block only. For activities after-school, use will be at the member of staff's discretion: for classroom-based learning activities such as revision classes, homework club or detentions, phones will not be permitted.

There is a clear procedure for the confiscation of phones which is set out below.

Students sometimes get into trouble when parents/carers contact them to make arrangements. Therefore, parents/carers can support our policy by remembering that if it is necessary to contact a student urgently, this can be done through the school switchboard or AtHoS. If there is a very difficult family situation, for example serious ill-health, where contact at short-notice is essential, please contact us in advance.

## Mobile Phone Confiscation Procedure

	<b>Actions</b>
1st Confiscation	<p>Phone is taken from student and kept securely by the member of staff until it can be given to the appropriate School office, where it is kept in a locked drawer; an envelope will be used to record details and note marks or damage to the phone at time of confiscation. This must be done at the earliest possible opportunity.</p> <p>AtHoS email home notifying parent/carer &amp; reminding them of mobile phone policy &amp; advising that the next time the phone will need to be collected.</p> <p>One behaviour point is awarded by AtHoS.</p> <p>Student signs a receipt for the phone when collecting at 3.20; this will indicate the consequences of a further confiscation.</p>
2nd Confiscation	<p>Phone is taken from student and kept securely by the member of staff until it can be given to the appropriate School office, where it is kept in a locked drawer until parent/carer can collect; an</p>

	<p>envelope will be used to record details and note marks or damage to the phone at time of confiscation. This must be done at the earliest possible opportunity.</p> <p>AtHoS email home to parent advising phone has been confiscated and to advise on the procedure for phone collection.</p> <p>Two behaviour points are awarded by AtHoS.</p> <p>Phone will only be returned to parent/carer who will sign a receipt for the phone; this will indicate the consequences of a further confiscation.</p>
3rd and Subsequent Confiscations	<p>Phone is taken from student and kept securely by the member of staff until it can be given to the appropriate School office, where it is kept in a locked drawer until parent/carer can collect; an envelope will be used to record details and note marks or damage to the phone at time of confiscation. This must be done at the earliest possible opportunity.</p> <p>AtHoS email home to parent advising phone has been confiscated and to advise on the procedure for phone collection.</p> <p>Student is placed in after-school detention (plus three behaviour points)</p> <p>Parent/Carer is invited in to meet with Head of School to discuss a suitable way forward: this is likely to include phone bans of increasing length, depending on the circumstances and the precise time of year: 2 weeks, 6 weeks/ a half-term, 12 weeks/a term, the rest of the school year. It is hoped that extensive bans will not be necessary, but we would be prepared to hold the phone securely with parental agreement, if that is helpful.</p> <p>Phone will only be returned to parent/carer, who will sign a receipt for the phone; this will indicate the consequences of a further confiscation.</p>
Additional note about confiscations during fifth lesson	<p>The normal policy will apply. The teacher/ member of staff will check to see if it is a first, second or third confiscation. If first, the phone will be returned at the end of the lesson without sending it to the AtHoS, but the teacher will contact the AtHoS to enter the details. If a second or third confiscation, the phone will not be returned to the student.</p>

### **The act of confiscation.**

Members of staff are expected to be calm, firm and refer to the policy if necessary. Students are expected to be compliant, not attempt to negotiate or argue, and any bad language or defiance will be followed up separately under the College's behaviour policy.

Smartphones are valuable items, and when confiscated are in the care of the College. Therefore, confiscated smartphones must be kept safely and securely at all times.

Receipt for a Confiscated Smartphone: First Confiscation

Name	
Tutor Group	
Date	

I understand that my phone and SIM card are being returned to me on the condition I do not use them on College premises again. I understand this to mean that I will:

- switch the phone off at the gate in the morning.
- keep the phone switched off in my bag all day unless told otherwise by a teacher.
- not arrange or allow anyone to contact me via my phone during the day.
- not be seen with the phone in lesson or at break times.
- not take the phone out of my bag while on the school site unless told otherwise by a teacher.

I understand that if my phone is confiscated a second time, the phone and SIM card will only be returned to your parent or carer.

- The phone has been returned under the conditions above, OR
- There are further issues that need resolving and the phone has not yet been returned

Signed \_\_\_\_\_ (Student)

Signed \_\_\_\_\_ (Staff)

Receipt for a Confiscated Smartphone: Second Confiscation

Name	
Tutor Group	
Date	

I understand that this phone and SIM card are being returned to me on the condition that the student named above does not use them on College premises again. I understand this to mean that s/he will:

- switch the phone off at the gate in the morning.
- keep the phone switched off in a schoolbag all day unless told otherwise by a teacher.
- not arrange or allow anyone to make contact via phone during the day.
- not be seen with the phone in lesson or at break times.
- not take the phone out of the schoolbag while on the school site unless told otherwise by a teacher.

If this phone is confiscated a third time, the phone and SIM card will only be returned to a parent or carer, and there will be a decision about a suitable length of a total ban on bringing a phone to College.

- The phone has been returned under the conditions above, OR
- There are further issues that need resolving and the phone has not yet been returned

Signed \_\_\_\_\_ (Student)

Signed \_\_\_\_\_ (Parent/Carer)

Signed \_\_\_\_\_ (Staff)

Receipt for a Confiscated Smartphone: Third and Subsequent Confiscations

Name	
Tutor Group	
Date	

The above student's phone has been confiscated on the following number of occasions.....

Accordingly, I understand that a total ban on bringing the phone to College has imposed, and that the length of the ban will be.....

I understand that this phone and SIM card are being returned to me on the condition that the student named above does not use them on College premises again. I understand this to mean that s/he will:

- switch the phone off at the gate in the morning.
- keep the phone switched off in a schoolbag all day unless told otherwise by a teacher.
- not arrange or allow anyone to make contact via phone during the day.
- not be seen with the phone in lesson or at break times.
- not take the phone out of the schoolbag while on the school site unless told otherwise by a teacher.

If this phone is confiscated again, the phone and SIM card will only be returned to a parent or carer, and there will be a further, longer total ban on bringing a phone to College.

- The phone has been returned under the conditions above, OR
- There are further issues that need resolving and the phone has not yet been returned

Signed \_\_\_\_\_ (Student)

Signed \_\_\_\_\_ (Parent/Carer)

Signed \_\_\_\_\_ (Staff)