



Argyll and Bute Council Policy on the Use of Mobile Phones in Primary Schools



UNCRC:

Article 19: Governments must protect children from violence, abuse and being neglected by anyone who looks after them.

Article 29: Children's education should help them fully develop their personalities, talents and abilities. It should teach them to understand their own rights, and to respect other people's rights, cultures and differences. It should help them to live peacefully and protect the environment.

It has been found that mobile phones present a number of problems:

- They can significantly distract from learning and teaching;
- even when in silent mode, texts and alerts can undermine discipline across all learning environments;
- they are valuable items that may be stolen;
- their use can render children and young people subject to potential bullying;
- mobile phones with integrated cameras could lead to child protection and data protection issues about inappropriate capture, use or distribution of images.

Acceptable Use

While accepting the value of mobile phone technology, it is essential that children and young people's use of mobile phones or devices does not impede teaching, learning and good order and discipline across all learning environments, and more widely across the school estate. For this reason, the following Education-wide policy will be adopted into each school policy on the use of mobile phones in Primary Schools.

Mobile phones should not be used within the learning environment.

Mobile phones and mobile devices should be switched off on entering school grounds. At the start of the school day, mobile devices will be stored in line with school policy (e.g. with class teacher or in school office). This is to ensure the safety and security of the device as well as to safeguard the school environment for all. Phones/mobile devices will be returned to children when leaving the school premises.

Confiscation Procedure

First Occurrence

If a member of staff is aware that a child or young person is using a mobile phone in the school grounds or a learning environment without permission, then an initial verbal warning should be given, along with a reminder of the rationale behind the mobile phone policy. The phone should be switched off and stored in line with the policy. Parent/carers contact would be made to inform them that a reminder of the policy had been discussed.



Second Occurrence

If a second incident occurs, the child or young person will be asked to hand their phone over to the teacher/member of staff as per policy. This would be stored in the school office until the child/young person is leaving school. The member of staff should place the mobile phone immediately into a sealed envelope, clearly marked with the name of the child or young person and send or deliver the phone to the school office. The office will record the receipt of the phone and place it in the school safe until collection at the end of the school day/point of leaving school. The phone should be signed for when retrieved. Parent/carer contact would be made to inform them that a reminder of the policy had been discussed.

Third Occurrence

If there is a further occurrence, committed by the same child or young person, in the same term, then the pupil will be asked to hand over their phone to the teacher/member of staff, and it will only be returned to that child or young person's parent or carer in person. Again, the phone should be placed in a sealed envelope, with their name and held in the school office safe until a parent signs for it, when convenient for the parent to attend for collection. The Head Teacher or senior leader may agree, following a conversation with the parent/carer to hand the phone to the child or young person directly. This parental agreement must be recorded.

**Consideration should be given to the safe travel to and from school of the child/young person.*

Interventions for refusing to hand over a mobile phone/device following an occurrence noted above:

In the event that a child or young person refuses to hand over their mobile phone following an occurrence, the issue should be referred to the line manager (PT / DHT / HT). In the event that this second opportunity to comply is not followed, a member of senior management should call the parent for support either by phone or visit to the school.

In the event that the parent cannot get the child or young person to comply, then the HT/DHT/PT may move to the Third Occurrence sanctions.

In the event that either the child or young person and/or their parents continue to fail to follow the school rules, the parent must be advised that the child or young person may be excluded noting the ability of the school to either exclude on the basis of ensuring the good order of the school; or because of non-cooperation by the parent.

Emergency Contact Procedure

Emergency contact to and from parents/carers must always be made through the school office. Parents/carers who disrupt the learning and teaching of both their child and others by calling during the school day will be required to meet with school staff to discuss the breaching of the policy. Continued failure by parents to adhere to school rules may lead to the temporary exclusion of their child from school based on the "non-co-operation of parents".

Children and young people who feel unwell, must always contact home via the school office and not use their mobile phone at any time for such purposes. It is essential that the school knows when a



child is feeling unwell in order that they can adhere to our Safeguarding policy and practice, and to ensure attendance records are both current and accurate. This also allows staff to monitor and support the child or young person who is feeling unwell while they wait to be collected. Children and young people must not leave the school grounds without the knowledge and agreement of a member of staff.

Supporting Advice and Guidance:

- **Respectme** Scotland's Anti-Bullying Service. Information and advice on all aspects of bullying for practitioners, parents and pupils: www.respectme.org.uk
- **Think U Know** A website for young people and their parents/carers and teachers. Run by the Child Exploitation and Online Protection Centre (CEOP) www.thinkuknow.co.uk
- **Childline** is the UK's free, confidential helpline dedicated to children and young people www.childline.org.uk 0800 1111

*This is a summary of Argyll and Bute Council Policy on the Use of Mobile Phones in Primary Schools.
To read the full policy, please click [here](#).*