



Personal Telephone and Portable Technology Devices Policy

Date of last review:	2018	Review period:	2 Years
Date of next review:	2020	Written by:	Brian Thomas
Type of policy:	Non-statutory	Committee:	Curriculum & Standards
Signature:			

Rationale

Wyre Forest School is a special school that serves a diverse and complex population. Many of our pupils are very socially aware and own or have access to a device such as a mobile telephone or a games console. This situation is becoming increasingly more common as devices become cheaper and more prevalent in society and Wyre Forest School adopt an approach of educating about the importance of safety around mobile technology rather than removal. Our pupils will learn how to use their devices appropriately and safely in school and society.

- Pupils are NOT encouraged to bring mobile telephones or portable technology into the school and we are not liable for any damage to these devices when on the school site.
- Where pupils do bring in their devices they are required to hand in their portable technology devices on their arrival into school where they can be locked away in a safe area. Where appropriate, pupils can lock their mobile technology away in a personal locker (Year 10 and above).

Pupils must hand their mobile technology in every morning and return at the end of the school day to collect their devices. If a mobile technology device is used on site then the following protocol will be implemented:

Policy Infringement	Sanction
Mobile technology is identified as being used by a pupil within school.	<ol style="list-style-type: none">1. Communication with the pupil highlighting the need to lock the mobile device away.2. If the pupil refuses, then staff are to contact parents/carers and ask that the mobile device is to remain away from the school.3. If the pupil continues to use the mobile device and disrupt learning, then the device is to be confiscated immediately and parents/carers contacted to come in to school and collect.

There are limited exceptions to this policy where pupils may use their mobile technology device to listen to music or support 'leisure time', for example in the Sixth Form. In addition, in planned and agreed educational activities where the use of mobile technology is part of the learning, pupils can use them in line with the planning of the activity. NB. In these rare situations pupils will follow a clear assessment of risk and action plan to identify why the device is to be used and what are the limitations and expectations around this.

This policy links to the school Behaviour Policy, E-Safety Policy and Safeguarding Policy and any incidents involving the inappropriate use of mobile technology will be recorded and future actions monitored.