



REVIEWED BY GOVERNING BODY - June 2020

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1. Aims of this Policy

This policy aims to clarify, precisely, for students, families and staff, the agreed rules in relation to the possession and use of personal technology on and around the school site.

2. Definitions

Personal technology refers to the non-essential electrical items that students may wish to bring into school. In particular, they include mobile (smart) telephones, wired or wireless (Bluetooth) headphones, smart watches, music players, digital cameras and portable game players.

3. Values

First and foremost, school is a place of learning. The school day should provide a constant and uninterrupted opportunity for students to learn and make personal and academic progress. All barriers to effective learning should be removed so that every student can focus on their studies in a secure environment. Central to every student's safety and wellbeing is the importance the school places on every student being safe from all forms of bullying, harassment or intimidation. School should be an ideal environment where every person is free to excel.

4. Technology Today

In recent years, the explosion in portable and personal technology has presented enormous opportunities and challenges for students and schools more generally. Ownership of smart technology, mobile (smart) telephones, wired or wireless (Bluetooth) headphones, smart watches, music players, digital cameras or game players has become widespread and normalised. Consequently, the vast majority of students possess their own portable technology in particular, mobile (smart) telephones, wired or wireless (Bluetooth) headphones, smart watches digital cameras. In the years to come, the technological revolution will accelerate; with the increasing availability and affordability of other portable and digital devices, e.g. wider use of 5G networks, voice recognition and other ever increasingly smaller and smaller technology aids.

5. Health and Safety

Mobile telephones are widely considered, by students and adults, to increase the safety of children because communication opportunities are increased. In reality, an expensive piece of technology can put a child at greater risk:

Contact between families and students does not rely on mobile telephones:

- Parents can telephone the school (01295 711567) and ask for an essential message to be delivered to the hand of their son or daughter.
- Students are permitted to use the telephone at the Inclusion Centre reception, free of charge, when essential contact is necessary.

Portable technology, in particular, presents new risks and dangers for students across the UK today. Expensive mobile (smart) telephones, wired or wireless (Bluetooth) headphones, smart watches and digital cameras, in particular, are targeted by thieves and muggers, placing children at increased risk of intimidation and assault in the community. In addition, the capture of still or moving images presents further opportunities for bullies to harass, intimidate, blackmail or humiliate their victims through the transfer of images or the posting of such images to websites – many of which are designed to facilitate cyber bullying. Portable/personal technology, therefore, presents a Child Protection hazard, both in school and in the wider community. Recently, the UK Council for Child Internet Safety (Feb 2018) has updated the advice and guidance for schools on Youth Produced Social Imagery (Please also refer to the Child Protection and Safeguarding Policy on the school website)

Under no circumstances must a student place themselves or others at risk by attempting to charge mobile phones or other electronic devices at school. All electrical devices used at school are regularly PAT tested, and students' own charger units will not meet the school PAT testing requirements.

Student Personal Technology Policy

Recent research has clearly shown a link between reduced screen time and academic progress. Equally, there is good evidence for the link between reduced screen time and positive mental health.

It is our duty to safeguard our children's welfare. Whilst our Wi-Fi system can block certain sites, the wider availability of mobile networks (3G,4G and 5G) means we can no longer guarantee the safety and security of internet access whilst our students are in our care at school. Ready access to social media and other internet sites is not in students' best interests; online communication between students themselves and with others outside school is open to misuse and abuse.

Chenderit's policy regarding personal technology on school site is detailed below. We are grateful for staff, students and parental support in helping us to establish and maintain the following expectations.

6. The Rules

Students who bring personal technology to school do so at their own risk and are entirely responsible for its safe keeping. The school does not take any responsibility or accept liability for any theft, loss or damage.

Students in years 7-11

(1) The following items are prohibited (banned) in school for all year groups:

- Wired or wireless (Bluetooth) headphones
- Game players
- Standalone digital cameras (see below with regard to integrated phone / cameras). Exceptions to this may occur where a student may need to use a camera to support their learning. For example, a sixth form photography student. In such cases the verbal permission of a teacher must be given **in advance**.
- Movie/video recorders and/or players
- All other non-essential electrical items, unrelated to education.

If any of the above items are discovered by members of staff, they will be confiscated and handed in to school reception with the name of the student from whom the item was confiscated. Confiscated items will be returned in line with the confiscation procedures, (please refer to the BFL policy) typically, on the first two occasions, at the end of the school day to the student.

Following a third confiscation, the device will be kept securely in the school safe, only being returned to the parent or carer of the student directly.

(2) The possession of mobile (smart) telephones and smart watches is restricted:

- Mobile phones and any other electronic devices that act in the same or a similar manner, and can be used to communicate, connect to the internet or operate Bluetooth devices etc. are **not allowed to be seen or heard on the school site at any time**. These include, but are not limited to smart watches or other small smart devices, game players, cameras, video recorders etc. A smart watch must only be used for telling the time and not as a communication or Bluetooth device. If evident, on the first two occasions, they will be confiscated and stored in the school safe and returned to the student at the end of the school day, or the end of the next school day if confiscated at the end of the day (e.g. in the bus queue). On the first two occasions a Stage 1 letter will be sent home to parents/carers. If the device is confiscated a third time it will be stored in the school safe until a parent can collect it from school at a mutually agreed time. A Stage 2 letter authorising the collection procedures will be sent home to parents/carers.
- Repeated confiscations, as from the 4th and any subsequent occasion/s, of a mobile phone or other electronic device will result in a B4, 90 min, Leadership Detention being issued to the student. See the Behaviour for Learning Policy on the school website
- Students may bring mobile phones and/or smart watches into school. However, the school accepts no responsibility for them. This is at the student's own risk. To avoid any problems, it is recommended that students do not bring mobile phones or any other electronic device into school unless there are good reasons to do so.
- Students are not permitted to use the phone to read or send texts or emails or to make or receive calls at any time during the school day or anywhere on the school premises. This means from arrival on school premises and until the student has left the school premises (including where the student is remaining for activities at school after the end of period 5). Students needing to make urgent calls during these times may do so at Inclusion Centre reception using the school's phone.

- Mobile phones, or any other device, must never be used to take photographs or videos on the school premises at any time.
- Under **exceptional circumstances** a teacher may authorise the use of a mobile phone / integrated technology in a lesson (e.g. to record a technique in a PE lesson). This can only occur with the explicit prior permission of the Head of Department, bearing in mind health and safety factors. Any student found using a mobile telephone inappropriately during school hours, will be punished accordingly. Their telephone will be confiscated, as outlined above.

For students in the sixth form only:

- The school allows sixth form students the reasonable use of mobile (smart) phones, smart watches and/or other devices in line with what is expected of all adults in the school:
 - Students must not walk the corridors whilst using their phones
 - Students must not wear headphones, either wired or wireless, around school
 - Students must not use phones etc. in lessons, unless permission has been granted by teaching staff
 - Phones etc. must only be used as a learning aid during lesson times in the sixth form study centre and in the school canteen
 - At break and lunch times students must not use their phones etc. in the canteen, but are able to use them in the sixth form study centre
 - Students must not bring or use their own charging devices in school (as the school cannot take responsibility for these having been PAT tested).

(3) (For years 7-11)

Laptops or similar devices are not permitted on the school site or school bus. Exceptions to this rule may be granted with the written permission of the appropriate Head of Learning. Computers are available at lunch and break times for research or homework only.

There are two exceptions to this:

- Exceptions to this rule can be granted with the written permission of the appropriate Head of Learning. In most cases these exceptions will only be granted to those students with special educational or medical needs. Again, the school does not accept any liability or responsibility for the loss, theft or damage of such items.
- For Sixth Form Students, the school is committed to providing an education for our students, which will support them in moving from the sixth form into higher education or the workplace. As part of this commitment, Chenderit School offers its Sixth Form students the opportunity of using their own technology in school (e.g. laptop, (smart) phone, tablet) accessing the school's wireless internet network. The "Bring Your Own Device" initiative is a privilege extended to sixth form students only. There are rules associated with this privilege and if these are broken or abused, this privilege will be taken away and sanctions will be applied in accordance with the school's Behaviour Policy for Sixth Form Students. (Please refer to the full Bring Your Own Device statement on the school website)

(4) In the event of a dispute or ambiguity surrounding this policy, the Headteacher's decision is final.

7. Monitoring and Supervision

Members of staff (in registration, lessons or at break) have a responsibility to ensure that this policy is upheld and agreed sanctions are applied. In addition, year and school council representatives should play a leading role in communicating, explaining and encouraging the rules to be kept by all students.

8. Review

The policy should be reviewed on an annual basis.