Pupils' Personal Electronic Devices Policy

Updated March 2023

NCJPS Pupil Mobile Phone and Devices Policy

Statement of intent

Mobile phones, tablets and other personal electronic devices have become widely available and accessible to pupils.

North Cheshire Jewish Primary School accepts that personal mobile phones and tablets are often given to pupils by their parents to ensure their safety and personal security, but understands that such devices pose inherent risks and may jeopardise the learning environment.

As a school, we must strike a balance between personal safety and a suitable educational setting. We understand that parents may wish for their child to carry a mobile phone for their personal safety, whilst pupils may wish to bring additional devices to school for other reasons. This policy establishes how personal electronic devices should be used by pupils in school to ensure both personal safety and an appropriate learning environment.

Legal framework

This policy has due regard to all relevant legislation and statutory guidance including, but not limited to, the following:

- DfE (2022) 'Keeping children safe in education'

- DfE (2018) 'Searching, screening and confiscation'

- The Data Protection Act 2018

- The General Data Protection Regulation (GDPR)

- The Voyeurism (Offences) Act 2019

This policy operates in conjunction with the following school policies:

- Anti-bullying Policy

- Behaviour Policy

- Good to be Green Policy

- Bus Policy

- E-safety Policy

- Data Protection Policy

- Searching, Screening and Confiscation Policy

- Safeguarding Policy

- Complaints Procedures Policy
- Pupil Personal Electronic Devices Agreement

Key roles and responsibilities

The governing board has overall responsibility for:

- The implementation of the policy and procedures.
- Ensuring that the policy, as written, does not discriminate on any grounds.
- Reviewing the policy annually.

The headteacher has responsibility for:

- Handling complaints regarding this policy as outlined in the school's Complaints Procedures Policy.
- The day-to-day implementation and management of the policy.

Personal electronic devices

Personal electronic devices include, but are not limited to the following items:

- Mobile phones
- Smart watches
- Personal digital assistants (PDAs)
- Handheld entertainment systems, e.g. video games, CD players, compact DVD players, MP3 players
- Portable internet devices, e.g. tablets, iPads
- Wireless handheld technologies or portable information technology systems, e.g. devices used for word processing, wireless internet access, image capture/recording, sound recording, and information transmitting/receiving/storing

Code of conduct:

- Pupils must hand in their mobile phone /device to their class teacher to be stored safely for the day.
- Any pupil who use the school bus, must hand in any device to Ninet, who will ensure they are stored safely and returned at the end of the day.
- Pupils must ensure that their mobile phone / device is turned off throughout their time on the school premises including the playground and on the school bus.
- Pupils understand that if their mobile phone/device is not handed in and is seen in school, it will be confiscated and their **parents** will need to collect it from the school office at the end of the day.
- Pupils understand that if they use their phone/device inappropriately whilst at school (e.g. make and receive calls, send text messages, connect to a social networking site, take photos etc.) it will be confiscated and their parents will need to collect it from the school office.

- Serious misuse of a phone/ device regularly breaching this code of conduct may lead to a pupil being banned from bringing their phone into school.
- Files will not be sent between mobile devices, and Bluetooth and Wi-Fi functions will be disabled while on school premises.
- If pupils fall ill during school hours, they will not use their mobile device to contact parents; they must use the agreed procedures.
- Under no circumstances should personal electronic devices be taken into examinations.
- Under no circumstances will mobile devices be used in changing rooms or toilets.
- Personal laptops, mobile phones or tablets will not be plugged in to outlets on the school premises without the express permission of the headteacher, and they must have an up-to-date portable appliance test (PAT).
- Pupils will not attempt to befriend staff members on social media.

Pupil and Parental Expectations

- Parents and Pupils must sign the 'code of conduct' before a pupil will be allowed to bring their phone /device into school
- Parents and Pupils must sign a waiver, which declares that NCJPS will take no responsibility for any loss, damage or theft associated with the mobile phone / device on school premises or on the school bus.
- It is the Parents responsibility to ensure they have signed the relevant paperwork e.g. if they have a child who starts to bring a phone into school they need to request the code of conduct and waiver. It is not the school's responsibility to ensure that these forms are signed.

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Code of Conduct – *to be returned to* the *school office*

Pupils

- I understand that I must hand my phone / device to my class teacher.

- I understand that I must keep my phone/device turned off when I am in school including before and after school clubs, in the playground and on the school bus.

- I understand that my phone /device will be confiscated if it is seen in school.

- I understand that my phone /device will be confiscated if I use it to make / receive phone calls/texts, connect to a social networking site or take photos when I am at school, including on the school bus.

Signed by the Pupil: …………………………………………………… Date: …………………….

Class: …………………………

Parents

- I understand that it is my responsibility to ensure my child understands and adheres to the code of conduct set out above
- I understand that the school will accept no responsibility for any loss, damage or theft in relation to my child's mobile phone/device

Signed by the Parent: …………………………………………………………. Date: ………………….

Parent/Guardian/Carer*

*(*please delete as appropriate)*