

Archbishop Tenison's mobile phone policy – January 2016

The policy summarised:

The purpose of the policy is that we create an environment at school that is one of academic learning and personal development in which pupils can focus fully on what they are here for. The increased use of mobile phones by pupils in their life outside school has made it necessary for us to look again at their impact during the school day and we have decided it is the right time to change the school's policy on mobile phone usage.

A letter was sent to parents and carers at the end of December notify them of the new policy: as from Monday, January 11th Years 7-9 are not allowed to use or have their phones on display at any point during the school day (8.25-3.15). This change affects only what happens outside lessons, as this is already the policy in class.

Years 10 and 11 are allowed their phones with them throughout the day but they should be turned off during lessons and tutor time. Year 10 and 11 pupils may be allowed to use their phones in lessons under the direction of a teacher (this may be to facilitate learning through checking facts or for revising, for example). They may also use them for texts or listening to music at break and lunch-time, but not for any form of photograph or phone calls – this is the existing policy.

In practice:

Years 7-9

1. Mobile phones may be brought to school for use on the journey to and from school and to communicate with parents, for example, outside the main school hours of 8.25-3.15. Any pupil who needs to ring or contact home (for sports equipment or about a club, for example) during the day should go to Reception at break or lunch-time. If a pupil does not want to leave his/her phone in a locker, then it may be handed in to Reception for safekeeping and collection at the end of the day.
2. Mobile phones are not to be seen in lessons. If this does happen, the phone will be confiscated by the member of staff who sees it and given to Reception for a parent or carer to collect it at their convenience. The pupil concerned will be issued with an Immediate Detention.
3. Mobile phones are also now not to be seen at any other time between 8.25 and 3.15. For now, it will be sufficient if a phone is seen by a member of staff at break or lunch-time (or in the transition between lessons) for the pupil to be asked to put it out of sight immediately. If this does not happen straight away or if the phone is seen out again or if the pupil questions this instruction, a warning will be given and the phone confiscated, given to Reception and collected by a parent or carer. The pupil will also serve an Immediate Detention. This is likely to change to the same rule as in lesson once the new practice is established. If the phone is not just seen, but also being used inappropriately, then it is likely to be confiscated straight away without a warning.
4. If a phone is to be confiscated and a pupil chooses not to cooperate with this, then this will be understood as the pupil showing disrespect for the rules of the school and refusing to follow the instruction of a member of staff. As pupils will appreciate, this then becomes a very serious matter of defiance. To avoid misunderstandings arising with a change in policy at break and lunch-time, staff will do as follows:
 - remind the pupil of the purpose of the policy
 - repeat the request and warn the pupil of the possible consequence he/she is choosing
 - make the request for the third and last time.

If this fails, the member of staff will ask for support, ensure the incident is reported via email to the HOY and cc. Form Tutor and member of staff (e.g. Teacher on Duty) who has provided support.