



Okehampton College

Mobile Device Policy

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Okehampton College is a 'mobile device free school', which means that for Year 11 students and below, mobile device must not be used, seen, or heard at any point anywhere on the College site. (Students in Year 12-13 may use mobile devices in The Wardhayes Campus only; devices must be out of sight and switched off in other areas of the college).

To this end we recommend that mobile devices are not brought into College by students. However, we understand that some parent/carers feel that it is necessary for their children to bring a mobile phone to College for contact purposes outside of school hours when their children are travelling to and from College. If this is the case, we recommend that only the least-expensive models and brands are used, and that they should be protected with passwords and marked for security. If a student chooses to bring a mobile device into College s/he does so at the owner's own risk, and is expected to abide by the following rules which control the use of mobile devices:

- (1) Mobile devices may only be brought into the College so that students can contact parents on their way to and from school.
- (2) If a student does bring a mobile device into the College it must be switched off before the student comes on to the college site, kept switched off (i.e. powered off; not on silent) throughout the student's time in college, and kept out of sight at all times. The mobile device must not be accessed and switched on again until the student has left the College premises at the end of the day. (Note thus that the policy also applies to extra-curricular and revision sessions after school.)

- (3) College Reception remains a vital and appropriate point of contact for parents/carers and can ensure children are reached quickly in the event of an emergency. Parents who need to pass messages to their children during the school day should telephone the college reception in the usual way and not try to contact their children directly by mobile. Students may access College telephones if they need to contact a parent/carer.
- (4) Any student found using a mobile device, with a phone visible or with a phone switched on, at any time on College premises, will have the phone confiscated, and receive 2 negative behaviour points. The mobile phone will be held in the college safe in Reception until the student collects the phone at the end of the College day. A second and any subsequent offence will result in the phone being confiscated with parent/carers being required to collect the mobile phone in person from the college at the end of the College day. Persistent mobile device use will result in consultation with parent/carer to put in appropriate strategies e.g. hand in every morning; leave at home.
- (5) Students who bring a mobile device into College should make every effort to reduce the risk of theft during school hours. Pupils who carry mobile devices are advised to keep them well concealed.
- (6) If students bring mobile devices into College during any examination, it is their responsibility to follow the examination regulations with respect to mobile phones and electronic devices.
- (7) Any mobile device that is brought into school will be at the owner's risk. The College accepts no responsibility for loss of, damage to, or cost incurred relating to mobile devices (including if they are confiscated). It will not always be possible for staff to investigate the loss of mobile devices.
- (8) Students will continue to be educated through the curriculum and pastoral programme about the safe use of mobile devices as part of the College's E-safety policy.