



## MOBILE PHONE USAGE POLICY

The King's Hospital accepts that the use of technology and electronic equipment including mobile phones is increasingly part of modern everyday life. However we are also conscious of the negative impact that excessive access to mobile phones is having on student and staff wellbeing and the potential damage they may contribute to normal social interaction.

There is a **No Visibility/No Carriage Rule** in operation during the school day throughout the campus. This means that not only is it not acceptable for a student to have their mobile phone in use either in Chapel, on the corridors, in the Dining Hall or in class but also that they will not be permitted to carry a mobile phone anywhere on their person during the school day. Students may bring a mobile phone to school if deemed necessary but it should be kept in their locker or dormitory at all times. Students may have restricted access to their mobile phones **only at their lockers** during morning break and lunchtime. The school does not accept any responsibility for the security of these devices.

If a parent/guardian has an urgent reason to contact a student, or vice versa, this will be facilitated through the school Reception or a member of Duty staff.

Members of staff are requested to use discretion when using their own mobile phones for personal use during the school day.

There is no good reason that mobile phones should be switched on or in use during extra-curricular activities. The purpose of facilitating the use of electronic equipment in general in The King's Hospital is to enhance teaching and learning. All other use of such equipment is deemed non-essential or inappropriate.

In order to facilitate the use of electronic equipment for classroom based activities class sets of tablets for each year group will be available for use by reservation. In addition screens will be strategically placed around the school for communication purposes.

Students need to be very clear that non-essential or inappropriate use of electronic equipment undermines teaching and learning and is at best an unnecessary distraction. At worst, such use is offensive and will result in sanctions.

Mobile phones may not be brought into internal or public examinations. The possession of a mobile phone in an external examination could result in the disqualification of the candidate.

Boarders may not go outside after prep to make or receive calls; they may not use phones to order fast food (fast food may not be ordered by any method at any time except when organised by duty staff at weekends) and they may not use phones after lights out.

Any use of camera/video facilities of phones to bully, harass, humiliate or intimidate any pupil or other person, or to transmit material that is illegal, defamatory obscene, pornographic or hateful, which is judged to be in breach of the school's Code of Behaviour will be treated as a serious disciplinary offence.



**Sanctions** will be applied for any inappropriate use of mobile phones regardless of who owns the phone.

If a mobile phone is seen, heard or in use during any school activity which has not been authorised by a member of staff the following sanctions will apply:

The phone will be confiscated immediately and placed into a padded envelope with the student's Name, Year, Date & Time, Teacher, Reason recorded on the label. The phone should then be passed on to Mr Robert Shaw for storage and administration purposes where the Duration will be recorded. Students should call home from reception if they need to make contact with their parents.

1st Infringement\*: A mobile phone that is confiscated from a student at any time during a particular day will be confiscated until after the end of classes the following day.

2nd Infringement\*: A mobile phone that is confiscated from a student for a second time will be confiscated until the end of classes after a period of no less than three days.

3rd Infringement\*: A mobile phone that is confiscated from a student on a third occasion will be confiscated for a period of one week. In addition in order to have the phone returned a parent/guardian will have to arrange to come into the school to collect the mobile phone.

4th Infringement\*: A mobile phone that is confiscated from a student on a fourth or subsequent occasion will be confiscated until the next midterm break provided it is more than a minimum of one week from commencing and will require collection by a parent/guardian.

\*For any infringement the student collects their phone at the end of a school day and returns the following morning until the confiscated period is completed.

Repeated failure by a student to cooperate with this rule may be referred to a Disciplinary Committee for further sanctions up to and including suspension.

The Mobile Phone Usage Policy was adopted by the Board of Management on:

\_\_23/04/2020\_\_ [date].

Signed: \_\_\_\_\_

Chairperson of Board of Management

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Principal

Date: \_\_\_\_\_