



Knightwood Primary School

Mobile Phone Acceptable Use Policy for Pupils

Knightwood Primary School has established the following Acceptable Use Policy for mobile phones that provides parents and pupils with guidelines and instructions for the appropriate use of mobile phones during school. We are sure that you will support us with this policy for obvious reasons.

While we acknowledge a parent's right to allow their child to bring a mobile phone to school, **Knightwood Primary School discourages pupils from bringing one to school.**

1. Parents and pupils must read and understand the Acceptable Use Policy before they are given permission to bring mobile phones to school.
2. The Acceptable Use Policy applies to pupils during school hours on the school site. **Mobile phones are not permitted on school trips or residential trips.**
3. If parents need to contact pupils for any reason during the school day, this should be done via the school office and not via the child's mobile phone.
4. Only pupils who have written permission from their parents are entitled to bring mobile phones to school. **We advise parents to only request permission for pupils who walk to and from school without an adult. Please complete the attached permission slip if you wish your child to bring his/her mobile phone to school and return the slip to the school office.**
5. If pupils bring a mobile phone to school, *the phone must be switched off until they leave the school premises at the end of the day.*
6. Pupils must hand their mobile phones to their class teacher on arrival at school.
7. Pupils' mobile phones will be kept locked away until the end of the school day.
8. Mobile phones seen on the school premises being used at an inappropriate time will be confiscated immediately by a member of

staff until the end of the day. At this time, it will be the responsibility of the parents to collect the phone from school, not the pupil. If a pupil is found taking photographs or video with a mobile phone of anyone, this will be regarded as a serious offence and disciplinary action will be taken including a meeting with parents.

9. **The school cannot be held responsible for the security of pupils' mobile phones at any time.**

Knightwood Primary School Mobile Phone Permission Slip

Name of Child: _____

My child needs to bring a mobile phone to school as he/she walks to/from school without an adult.

I accept that the school cannot be held responsible for the security of my child's mobile phone and understand that if the phone is used inappropriately at the school, the phone will be confiscated immediately and I will be responsible for collecting it from school.

Signature of Parent / Carer: _____

Date: _____