

Person(s) Responsible: <b>PRINCIPAL</b>	Principal: <b>JAY LOCKWOOD</b>
Date Approved <b>11 OCT 16</b>	.
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## Background

Children and young people learn best in an environment which values their positive behaviour and is responsive to their needs and wishes. First and foremost Logic Studio School recognises that all students have a right to learn and all adults, engaged by the school to promote learning, have a right to teach.

Consequently teachers are expected to deliver relevant and interesting lessons that engage students and promote their learning and students are expected to arrive ready to learn, with the equipment necessary to enable them to participate fully in the lesson. They should not take anything to a lesson which might interfere with their learning or the learning of others.

Mobile phones or similar personal devices are causing a hugely increased amount of serious upset and disturbance to learning and the safety of students. The use of phones by students has become increasingly dangerous, sexualised and highly inappropriate leading to cyber bullying, child protection and safeguarding concerns.

We have therefore been forced to take a new approach to the use of mobile phones at FCC. In line with other schools in Hounslow and across the UK, **we are now insisting that students' mobile phones must not be seen or heard at any time on our school site or school visits.** If a student brings a phone to school, and it is agreed by the parent that this is necessary, they must be kept in their school bag and must be switched off. We will not take any responsibility for the loss or theft of a phone and no member of staff's time will be taken up in trying to sort out the loss.

We fully appreciate that stopping the use of the mobile phones in school does not solve the wider and more concerning issue of how young people are using their phones. We will be delivering a full education awareness programme for staff, parents and students.

If inappropriate, dangerous, bullying or sexualised materials on phones are reported to us we will be informing parents, whose responsibility it is to monitor the use of mobile technologies and cameras by their children. The school will report on any safeguarding issues in the appropriate way and will report to the police any criminal or illegal activity.

## CONFISCATION OF INAPPROPRIATE ITEMS

Education Update 2011 09ii Imminent Legislation and Guidance.

The Education Act 2011 contains legislation on schools' powers of searching and screening students and, in particular, the use of the right to search students without their consent.

A guidance document issued by the Department for Education explains the powers schools have to seize and then confiscate items during a search. The guidance "Screening, Searching and Confiscation" is directed at Headteachers, school staff and governors.

Members of staff are permitted to **confiscate inappropriate items** and are protected from legal proceedings arising from the confiscation of the same.

Inappropriate items that can be confiscated are listed fully in the Confiscation of Inappropriate Items Policy. However, for the purpose of this policy they include:

- Any item posing a threat to good order for learning: for example a pupil using a personal phone or similar device in school when it must not be seen or heard;
- Any item which is against school rules:

### **School Procedures for Mobile Communication Technologies (Including Mobile Phones and Wireless Technologies)**

Mobile phones or similar personal mobile technologies must not be seen or heard in school or on school trips. If brought to school they must be turned off and kept in the bottom of a school bag. Mobile phones remain the responsibility of the individual and the school will accept no responsibility for theft, loss or damage. Sixth Formers will not be using mobile phones in the corridors or shared open spaces in the school.

If parents need to send urgent messages to their children during the day we have a very good system in place to deliver such important messages and please phone Reception (020 8831 3001) If a student needs to urgently contact their parent, reception will phone home.

### **Sanctions**

#### **Step One:**

The phone or similar personal mobile device will be confiscated for the day and can be collected at the end of the day from the Principal.

*Any member of staff confiscating a phone in a lesson should email Amanda Curry who will log it on SIMS and organise for it to be collected. If it is confiscated in the corridor please take the phone straight to Reception.*

#### **Step Two:**

If the phone is confiscated for the second time in a term the same procedures will be followed but the student will not be able to pick up the phone until a parent / carer comes into school to collect it. The phone will be kept into the safe until collected. It can only be collected by a parent / carer, it cannot be a sibling, other relation or acquaintance. Phones can only be collected in office hours 8.30 to 4.45 unless notice has been given to a senior member of staff and a time agreed.

#### **Step Three:**

If the phone is confiscated for the third time in a term it will be taken for one week and locked up in the school safe. It will not be returned for any reason to any person during this time, whatever the circumstances. Again a parent carer will have to collect – same procedure for collection as Step Two.

**Step Four:**

In the unlikely circumstance of a phone being taken for the fourth time it will be confiscated for the remainder of the academic year.

**Refusal to hand over device:**

In the very rare incident that a student refuses to hand the teacher their mobile phone, the teacher will not enter into any dispute with the student. The Teacher will email Amanda Curry copying in SLT and a member of SLT will be sent to collect the phone. If the student still refuses they will be sent home and it is the parent's responsibility to return to school with their child and the phone to hand in for confiscation. The phone will be checked to ensure it is a working phone with a working SIM card. The mobile phone sanction will immediately increase to Step Three (one week confiscation) or Step Four (remainder of academic year) if Step Three has already been reached.

**More than one device:**

Some students have more than one mobile device. If this phone is then confiscated again in the same term it will also be taken for the remainder of the academic year. If it is confiscated in the following term the Steps will be revisited. Exactly the same procedure will operate for any phone etc. they are holding, whoever's device it is.

**Exclusion Room:**

Students on internal exclusion follow different rules and regulations. They must hand in their mobile device at the beginning of the day. Refusal to hand in a phone will result in Step Three – confiscation for one week and parent to collect.