

Mobile Phone Policy- 'Off & Out of Sight'

Supporting Positive Use of Mobile Phones

As we reflect on the use of mobile phones within Kelso High School, we have updated our mobile phone policy.

It is important that we embrace, encourage, and support our learners to use their iPads correctly and appropriately during lessons. There is no place for mobile phones within the classroom.

It is important to recognise the negative impacts, in particular access to social media, mobile phones can have on the mental, social, physical and emotional wellbeing of our learners, our staff, and our families.

Helping to protect our learners, and ensure school is a positive and safe learning environment are at the centre of the policy.

This updated policy and procedures are designed to support a school culture and ethos which reflects the needs of our school community.

Our policy around mobile phones will be reviewed regularly and adapted as required.

Having a mobile phone in school is not a requirement or necessary. Any learner can ask the school to contact home during the school day if required and learners will be supported to do this by any member of staff.

Bringing Your Mobile Phone to School

Learners are responsible for their own device, and the appropriate use of it. Kelso High School accept no liability in regard to mobile phones in relation to loss, theft or damage.

As a school, we are aware of those young people who require the use of their mobile phone for medical reasons.

Positive and Respectful Use of Mobile Phones

In Kelso High School mobile phones should remain "***Off and Out of Sight***" to allow learners to focus on their learning and maintain a positive learning environment.

Inappropriate Use of Mobile Phones During Lessons

1. Learners who use mobile phones inappropriately will be given one chance to make the right choice about putting their phone "***Off and Out of Sight***".
2. If inappropriate use of a mobile phone continues, the learner will be asked to place their phone on the teacher's desk (or equivalent for certain subjects) and the mobile phone will be returned at the end of the lesson. Demerit recorded.

3. If learner refuses to hand over their phone then we move to 'Timeout' within the Stepped Interventions. Contact should be made with home by CT along with a SEEMIS referral to PTC.

PSAs will collate data around the number of demerits for mobile phone mis-use on a weekly basis.

4. **If concern around mobile use is across a number of subjects**, this will be discussed at the next House Meeting.
5. **If no improvement parents/carers will be asked to keep the mobile phone at home for the remainder of the school week and potentially longer in certain circumstances.**
6. If a learner uses their mobile in the corridor during learning time in the corridor, a learner will be reminded by corridor staff that the phone should have been left in bag in classroom or with class teacher. Email follow-up to class teacher from corridor teacher to make them aware that phone was being used inappropriately in corridor during lesson time to ensure a demerit is recorded.

Learner Wellbeing

For learners who use their mobile phone **during school** in inappropriate ways which have an impact on their own or others wellbeing, Pastoral PTs and DHTs will discuss with them and their parents/carers about how best to support a better understanding of how to behave in a more appropriate and respectful manner.

These consequences will involve reflective and restorative tasks linked to the specific behaviour.

Examples of behaviour that may impact on others wellbeing are;

- Bullying/Threats/Coercion/Intimidation
- Any incident motivated by prejudice (e.g. Racism, Homophobia, Transphobia)
- Sharing of inappropriate images
- Recording/taking photos of incidents involving others (e.g. Fighting, bullying, intimidation)

Learners may also be referred to relevant partner agencies (see examples below) for further support.

- Quarriers
- CAMHS (Child and Adolescent Mental Health Service)
- School Nurse Team
- Social Work
- Police
- Educational Psychologists
- Other relevant partner agencies

Finally, a reminder that this policy is to support our learners to embrace technology in the most positive and respectful way to enhance their learning and overall school experience

<u>Mobile Phones</u> Positive and Respectful use	<u>Learner Support & Consequence</u> During lessons and between classes mobile phones should remain "off and out of sight"	<u>Parent/Carer Communication</u>
Positive use of iPads to support learning, teaching	During lessons teachers and learners will use their iPads to support learning, Daily reminders will be provided by teachers that mobile phones should be "off and out of sight"	N/A
Learners who use mobile phone inappropriately during a lesson	Learners reminded of appropriate use and given one chance to make the right choice about putting their phone "off and out of sight"	Not required at this stage
If learner uses their mobile phone again inappropriately during the lesson	Learners will be asked to place their phone on the teacher's desk (<i>or equivalent for certain subjects</i>) Phone will be returned at the end of the lesson	Demerit will be issued and shared with parents/carers on a weekly basis.
If concerns around mobile use is across a number of subjects	The number of demerits will be collated and discussed at the next House Meeting.	Phone call / email home from Pastoral PT / PSA to support learner.
Learner uses mobile phones within the corridors during learning time	Learner reminded by corridor staff that phone should have been left in bag in classroom or with class teacher. Email follow-up to class teacher from corridor teacher to make them aware that phone was being used inappropriately in corridor during lesson time.	Demerit will be issued by the class teacher
If concerns still remain	Learner will be expected to hand their phone to the School Office and retrieve the phone at the end of the school day.	If no improvement parents/carers will be asked to keep the mobile phone at home for an extended period of time. Agreed between home and DHT via phone call / email / parental meeting as appropriate.

<p>For learners who use their mobile phone in inappropriate ways during school which have an impact on their own or others wellbeing</p>	<p>Pastoral PT and DHT will discuss with learner and parents about how best to support an understanding of how to behave in a more appropriate and respectful manner.</p> <p>These consequences will involve reflective and restorative tasks linked to the behaviour</p> <p>These behaviours may also require referrals to our partner agencies e.g</p> <ul style="list-style-type: none"> • Quarriers • CAMHS (Child and Adolescent Mental Health Service) • School Nurse Team • Social Work • Police • Educational Psychologists 	<p>Discussion with learner and parents/carers at a formal meeting with actions agreed and reviewed</p> <p>Examples of behaviour that may impact on others wellbeing are;</p> <ul style="list-style-type: none"> • Bullying/Threats/Coercion/Intimidation • Any incident motivated by prejudice (e.g. Racism, Homophobia, Transphobia) • Sharing of inappropriate images • Recording of incidents involving others (e.g. Fighting, bullying, intimidation)
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