



## Woodside Group Student Mobile Phone Policy

**Please note:** The term 'phone' in this policy denotes mobile phones and all other portable digital devices with either internet connectivity and/or a camera function. This includes wearable technology such as smartwatches and fitness trackers with 'smart' functionality

### Use of Mobile Phones

#### 1. Are students allowed to bring in mobile phones?

Woodside Lodge Outdoor Learning Centre does **not** permit students to bring mobile phones into school buildings, and they are on the list of 'items banned under the school rules' (as explained in the current school Behaviour Policy).

In the event that a student brings in a mobile phone with them to school, prior to entering the school base/main building, they **MUST**:

- Submit mobile phones to Heads of Base/other nominated school staff. These will be securely locked away and handed back to students at the car park before they leave for home

If a student refuses to hand over a device on request, they will not be allowed to enter the main school building until they have done so. In the event that a student chooses to stay outside rather than hand over their phone, alternative arrangements/buildings will be made available should they need to use the toilet or avoid bad weather conditions.

#### *\*Exceptions:*

Portable gaming devices such as a Nintendo DS may be made available to students at certain times at the discretion of the Head of Base, if it is known to significantly aid students in their ability to self-regulate at times of stress/anxiety.



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### **2. Can mobile phones be searched for and confiscated?**

- If a student denies having a mobile phone on them but staff reasonably suspect that they do have a phone in their possession, staff have statutory powers to conduct a search for the phone (without consent), and may confiscate the device which will then be kept securely until home time.
- If a student is misusing their device on any school premises such as the car park (eg; taking photos/video recordings of people without consent, looking at inappropriate material etc), the school reserve the right to physically remove and confiscate the device.

**Parents/carers are reminded that in cases of emergency, the school office remains a vital and most appropriate point of contact and can ensure your child is reached quickly and assisted as necessary.**

### **3. Theft or damage to mobile phones**

- Students who bring a mobile phone to school should hand it over to the Base Manager/nominated school staff when they arrive and before entering the main school building. This will reduce the risk of theft/damage during school hours.
- Mobile phones that are found in the school and whose owner cannot be located should be handed to front office reception.
- The school accepts no responsibility for replacing lost, stolen or damaged mobile phones
- The school accepts no responsibility for students who lose or have their mobile phones stolen while travelling to and from school.



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- If a student does bring a mobile phone with them to school, it is strongly advised that students use passwords/pin numbers to ensure that unauthorised use cannot be made on their phones (e.g. by other students, or if stolen). Students must keep their password/ pin numbers confidential. Mobile phones and/or passwords must not be shared.
- Students will be advised that lost and stolen mobile phones in the U.K. can be blocked across all networks making them virtually worthless because they cannot be used.

### 4. Sanctions

- Students who infringe the rules set out in this policy could face having their mobile phones confiscated by staff. The incident will be recorded and parents notified.
- In addition to the above, students who do not adhere to the rules regarding phones will be issued warnings by staff, who may then follow the school sanctions policy as appropriate
- At the Head of Base's discretion, parents may be called in to collect the mobile phone

Certain unacceptable uses of a mobile phone (eg; sexting, cyber-bullying, arranging criminal activities) may result in an alleged incident being referred to the police for investigation.