



## Student Mobile and Personal Device Policy

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## **Policy Aims**

1. The increased ownership of mobile devices requires that school administrators, teachers, students, and parents take steps to ensure that mobile devices are used appropriately. This policy is designed to ensure that potential issues can be clearly identified and addressed, ensuring the benefits that mobile devices provide (such as increased safety and security) can continue to be enjoyed by our students.
2. MNS has established the following policy for mobile devices that provides teachers, students and parents with guidelines and instructions for the use of mobile devices during school hours.
3. This policy for mobile devices also applies to students attending school trips, over-night stays and after school activities.

## **Rationale**

1. MNS accepts that parents give their children mobile devices to protect them from everyday risks involving personal security and safety. There is also ever-increasing concern about children travelling or commuting to and from school. It is acknowledged that providing a child with a mobile device gives parents reassurance that they can speak with their child quickly, at any time.
2. MNS realises, however, that student misuse of cell devices may undermine the learning environment, disrupt academic instruction and distract students, compromise the integrity of student testing, increase disciplinary problems, and violate privacy rights of students and school staff.
3. In light of the foregoing, MNS permits student possession of mobile devices as set forth below.

## **Responsibility**

1. It is the responsibility of students who bring mobile devices onto school premises to adhere to the guidelines outlined in this policy.
2. The decision to provide a mobile device to their children should be made by parents or guardians.
3. Parents should be aware if their child takes a mobile device onto school premises.
4. Mobile devices must be switched off during school hours. Parents are reminded that in cases of emergency, the MNS Reception remains a vital and appropriate point of contact and can ensure your child is reached quickly and assisted in any appropriate way.
5. Students are not permitted to use their mobile devices at all during the school day, that includes break times. Devices must be switched off and kept in bags. If a student needs to make a telephone call during the day, they must ask permission from the class teacher and a school telephone will be used if deemed appropriate.

6. No student in Nursery, Reception, Year 1 – Year 6 is permitted to have a mobile device on school property at any time in the day.
7. Only a written parental request for a child to have a mobile device on school property will be considered by the school management, and if approved, the device will be locked away with the school counsellor for the duration of the school day.
8. Usage of a mobile device is permissible before 7.25am and after 2.40pm.

### **Theft or damage**

1. Students are required to mark their mobile/personal device clearly with their name.
2. Mobile devices which are found in the school and whose owner cannot be located should be handed to the MNS Reception.
3. The school accepts no responsibility for replacing lost, stolen or damaged mobile/personals devices. Their safety and security is wholly in the hands of the student.
4. The school accepts no responsibility for students who lose or have their mobile/personal devices stolen while travelling to and from school.
5. It is strongly advised that students use passwords/pin numbers to ensure that unauthorised device calls cannot be made on their devices (e.g. by other students, or if stolen). Students must keep their password/pin numbers confidential. Mobile devices and/or passwords should not be shared.

### **Student Sanctions**

Failure to adhere to the terms of this policy will result in the following progressive stages of confiscation.

1. The mobile device shall be confiscated and returned at the end of the term. The student must retrieve the mobile device from their Head of School.
2. This policy is accessible on the school website and all students agree to abide by its rules and regulations.