

## **Woodview School**

# **Mobile Telephone/Electrical Device Procedure**

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**Woodview School**

Crockenhill Road  
Oprington  
Bromley  
BR54EP

Email [Woodviewschool@aspriscs.co.uk](mailto:Woodviewschool@aspriscs.co.uk)

**September 2024**

## **Mobile Telephones and Electrical Devices in School**

It is understood most students will have access to a mobile telephone and other electrical devices. These items will be used during a student's commute to school, many of whom arrive by taxi and therefore will have their mobile telephone and/or electrical device with them upon arrival to school.

The use of mobile telephones and electrical devices within school have major safeguarding implications for students, staff, and impact significantly upon student engagement within their lessons. It is for these reasons that Woodview School has a zero-tolerance approach to having such items on a student's person throughout the school day.

The following process will be implemented to ensure the safety of all students and staff:

- Any student bringing a phone, tablet device or speaker to school will be required to place these items into a personal zip-up pouch to staff on gate duty before entry into the school. These will be locked safely in the administration block office.
- When a student leaves school at the end of the school day, they will receive their phone from their personal zip-up pouch.
- If a student refuses to hand in a mobile phone, tablet device or speakers, parents and carers will be asked to come into school to take the device from their child.
- Possession of a mobile phone or tablet device or speaker in school will be considered a serious safeguarding incident with consequences of losing 'acceptable behaviour points' and suspension from school.
- If a parent/carers needs to contact a student during school hours (8.45am to 3.00pm) they should do so via the school reception phone number, and we will always pass the urgent message on.
- Students who wish to contact social workers during the school day can ask to do so and this will be facilitated from a school landline telephone.
- Alternative arrangements for giving a mobile telephone and electrical device at the gate, such as giving the item/s to their class teacher can be an option and will be considered based upon a student's needs. Alternative arrangements can be made with authorisation from the Head Teacher providing a 'reasonable' explanation as to why an alternative arrangement is required can be provided by the parent/carers.

This procedure will help to improve student engagement with lessons and to prevent mobile telephones being used to take or share images, including those of students and staff or from the internet.

**MOBILE TELEPHONES AND ELECTRICAL DEVICES BROUGHT ONTO WOODVIEW SCHOOL SITE  
REMAIN AT THE OWNERS RISK TO DO SO.**