



BALLAKERMEEN HIGH SCHOOL

MOBILE PHONE POLICY

DATE APPROVED:
04/02/25

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01/09/25

AUTHOR:
RSM

VERSION:
3

The widespread ownership of mobile devices among young people requires that schools, students, and parents/carers take steps to ensure responsible usage.

This policy defines the meaning of responsible usage at Ballakermeen High School. Mobile devices are defined as phones, iPods, iPads, tablets and similar devices including associated devices such as headphones and airpods.

Students who choose to bring a mobile device into school must comply with the following rules:

- Students are allowed to bring mobile devices into school but they must be switched off and in bags during school hours (8.50am – 3.20pm) and/or when in the school building.
- Mobile devices may be used in the classroom but only with the permission of the teacher and for learning purposes.
- Students who need to contact home during school hours may do so by going to reception and using the student phone.
- Parents who need to contact their child at school should contact reception and a message will be relayed via the duty teacher/runner.
- Liability for any loss, damage or theft of device is not, under any circumstance, the responsibility of the school or its staff.
- Any student seen using a mobile device during school hours (the exception being in the classroom, under a teacher's instruction and supervision) will have the device confiscated and placed in a secure area in reception.
- In the first instance, the student concerned will be able to collect the device at the end of the day. Parents will be contacted about this via text and letters.
- The use of school-owned electronic devices (for example, iPads and laptops) is strictly under the supervision of staff and in line with the DESC's Acceptable Usage Policy.
- If a student needs to leave the classroom for any reason, any mobile devices are to be left with the teacher.

Sanctions

- Students who infringe the rules set out in this document will face having their devices confiscated by staff. Their mobile devices will be taken to a secure place within the school and parents/carers will be informed.
- On the first occasion, students will be allowed to collect their device at the end of each school day.
- Subsequent infringements will require a parent or carer to pick up the confiscated device.
- Failure to hand over a mobile device to a member of staff on request will be viewed as a serious breach of the school's discipline code and the student will be placed in the Individual Learning Base.
- Further refusal will lead to the student being sent home from school.

Parental support in ensuring appropriate usage is much appreciated.

Half Termly

- 1st Occasion – Text sent home.
- 2nd Occasion – Text sent home stating it is a second offence requesting parents to collect
- 3rd Occasion – Letter sent via InTouch – Tutor communication. Meeting to be held with parents
- 4th Occasion – Letter sent via InTouch – Head of Year communication.