



Mobile Phone Policy

Rationale

Our aim as a school is 5-fold:

1. To **promote wellbeing**, enabling pupils to be free from the pressure to conform to social media “expectations” and be permanently switched on. They should:
 - Have more time to be active and also time to pause in a busy life;
 - Spend less time using social media and worrying about their body image and identity;
 - Spend more time enjoying being with other people and socialising;
 - Be under no pressure to answer or check phones during sleep hours.
2. To **ensure our pupils sleep properly**, away from the distraction of mobile ‘phones and screens. This should aid:
 - Mental recovery after a busy day;
 - Physical recovery after a physically demanding programme;
 - The brain to process what has been studied during the day, improving retention of information and allowing better academic performance both in the shorter and longer term.
3. To **encourage focus and hard work**:
 - To reduce distraction during work and study times.
4. To **prepare pupils for future life**:
 - To educate pupils in using technology sensibly and positively.
5. To **teach our pupils the importance in a busy life of finding calm and peace** away from mobile phones and screens, rather than with them.

This policy will be reviewed at the end of each term of the first year. We value the feedback and contributions of all members of the community and wish to work in partnership with all stakeholders to protect and educate our young people.

Pupil use:

1. Lower School

- 1.1 No smartphones, smart watches or Fitbits (or similar) permitted during the school day – day pupils to hand in on arrival and collect before departure.
- 1.2 **Highfield boarding** – Phone use only permitted 5.20-5.50pm and then either 7.30-8.30pm or 8.15-8.55pm depending on the day.
- 1.3 Away fixtures – phones **permitted only for those being picked up at away venue** but must not be seen either on bus or at any time during the fixture. For home contact use only.
- 1.4 **Saturdays** – only permitted at discretion of the HM.
- 1.5 **Sundays** – only permitted 10-1pm and 4-6pm.
- 1.6 No phones permitted in **common rooms**.
- 1.7 **Air pods/head phones** are not permitted.

2. Main school

2.1 **During the day – no pupil in Removes, Middles & Fifths is allowed their mobile phone anywhere on campus.**

2.2 No mobile phones are to be visible **around campus for any year group apart from 8.30pm-9.55pm each evening in Grubber** (and the immediate outside areas by the benches), when they are permitted.

2.3 **No electronic devices may be used after lights out by any pupil.** See 4.3 below.

2.4 **Overnight** – all phones to be handed in.

Removes, Middles' phones handed in at 9.30pm

Fifths and Sixth form phones handed in at 10pm.

2.5 **Air pods/head phones** are permitted only in the gym or in rooms.

2.6 Removes, Middles & Fifths

2.6.1 All phones of **day pupils** should be handed in on arrival at school and can be picked up again on departure.

2.6.2 **Phones for boarders** are permitted weekdays 6.30-9.30pm only but may not be used or visible during prep time or around campus. HM discretion as to whether phones are collected in for prep time. On Saturdays – phones are permitted from 3.30-9.30pm

2.6.3 For an **away sports fixture** phones may be collected from house staff at lunchtime call (or an agreed time if leaving before lunch) but must not be seen at any stage apart from on the coach. On return they must not be used or visible until 6.30pm weekdays or 3.30pm on Saturdays.

2.7 **Sixth form** may collect their phones at 8am and have their phones all day but they should not be visible or used unless with **specific permission** from a member of staff and only in academic lessons.

2.8 No mobile phones are allowed in **house common rooms** unless with specific permission from the HM.

This rule may vary between houses at the discretion of the HM but use is **strongly** discouraged.

2.9 **Library** - no phones/music permitted at any time; laptops/tablets for work allowed but no music.

2.10 **Sixth Form Centre** – phones permitted only from 6.30pm onwards; laptops/tablets for work allowed at all times (headphones permitted).

2.11 **Sundays** – permitted at the following times:

Removes, Middles & Fifths – 10am-9.30pm

Sixth form – 10am-10pm

2.12 Other devices (laptops, desk tops, tablets):

May be used in lessons with specific permission from teachers.

May be used in house but not after lights out.

3. Further guidance

3.1 If grades or behaviour indicate that it might be necessary, any/all electronic devices may be confiscated for a period of time at the discretion of the HM in consultation with a member of the Senior Leadership Team.

3.2 Outside the permitted use times pupils will be allowed to contact home if necessary by agreement with the HM. For pupils who live in different time zones an arrangement with the HM can be made to facilitate communication with home. In addition the house phone can be used, as well as laptops and iPads at agreed times.

4. Sanctions:

- 4.1 **First offence** (failure to follow the above rules) – 24 hour confiscation to morning call after 24 hour period finishes. (E.g. confiscated Thursday lunchtime = returned Saturday am)
- 4.2 **Second offence or caught with a second or further phone** (which has not been declared and handed in) – 48 hour confiscation to morning call after 48 hour period finishes; further devices to be retained until the end of the term and taken home.
- 4.3 **Third offence or use of any device after lights out** – 72 hour confiscation of device being used to morning call after 72 hour period finishes.
- 4.4 **Fourth offence:** Subsequent sanctions on a case by case basis at the discretion of the Proctor, Deputy Master or Master in consultation with the HM.
- 4.5 **Sixth form pupils caught offending around school will be asked to hand in their mobile phone to the HM/staff on duty at the next call.** The 24+ hour period will start from the time it is handed to the HM. Failure to do this on the day will incur another sanction level. The member of staff should notify the HM of the offence.
- 4.6 **Removes, Middles & Fifts pupils caught with phones around school** during the non-permitted times or during permitted times but non-permitted areas will have them confiscated immediately and passed securely to the HM.

This policy goes hand in hand with the PSHE programme, visiting lecture programme and work by the Pastoral team to educate pupils about the risks and dangers of technology, as well as the huge benefits and advantages of its use.

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