1. Pupils are permitted mobile phones and other multimedia devices in school, however these devices must be switched off on entering the school grounds and stored safely in the child’s school bag or tray for the duration of the school day.
2. The school’s ICT curriculum will continue to address the safe use of mobile phones, internet etc.
3. Where a pupil is found using a mobile phone in school, including the playground, the phone will be taken from the pupil and placed with the school office. Parents will then be contacted.
4. If a pupil is found taking photographs or video footage with mobile phones or any other multi media devices of either pupils or staff, this will be regarded as a serious offence and the Senior Leadership Team will decide on appropriate disciplinary action. In certain circumstances, the matter may be referred to the Police. If images of other pupils and staff have been taken, the phone/multi media device will not be returned to the pupil until the images have been removed by an appropriate person (Parent/Guardian).
5. Parents/Guardians are advised that Strathburn School accepts no liability for the loss or damage of any mobile phone or multi media device brought into school.
6. If a pupil needs to contact his/her parents/guardian they should speak to their class teacher or another member of staff. If parents/guardians need to contact children urgently they should phone the school office.

Policy reviewed: March 2018

Reviewed: October 2019

Reviewed: August 2022