



Why do we need a new mobile phone policy?

At Ravens Wood, we take the issue of the safe and responsible use of digital technologies, student safety and wellbeing, and the development of social skills and positive behaviours in school very seriously. The new mobile phone policy is intended to reduce distractions in the classroom, tackle cyber bullying and improve learning and socialising for students.

Can students still bring a mobile phone to school?

Should you choose to bring a mobile phone to school, it will need to be handed in at the start of the day to your Form Tutor. In emergencies, parents/carers will be able to contact students through the school's office. Like any item, if you bring your mobile phone to school, you do so at your own risk.

When will the new policy take effect?

The school will implement the policy at the start of the academic year 2021-2022.

Are smart watches banned too?

No they are not if you are only using them as a watch. However, it is important to note that any type of smartwatch is not allowed in examinations. If your watch is set up to receive or send texts/calls that function must be disabled while students are at school. If a student uses a smartwatch as a mobile phone, it will be confiscated.

Are students allowed to use headphones?

No, headphones are banned unless they are being used in class for education purposes with teacher permission. This includes wireless ear phones and air pods. If they are seen during the school day they will be confiscated in the same way as mobile phones.

What will happen if a student is seen using their phone as they have not handed it in at the start of the day or are in Year 11, 12 or 13?

Students will be asked by a teacher to hand in their phone and it will be securely stored. An email will be sent to parents/carers to collect the mobile phone from school. Phones will no longer be returned to students (even on the first offence), confiscated mobile phones will only be returned to parents/carers.

On the first occasion students will be issued with a level 4 SLT detention. For repeated breaches of this policy a level 5 sanction will be given, which would be a day in the inclusion provision and an SLT detention. Repeated breaches of the mobile phone policy could result in a fixed term exclusion and will result in the student being placed on a mobile phone behaviour contract, requiring them to hand their mobile phone into their Head of Year each day for a fixed period of time.

When will a student get their mobile phone back if it is confiscated?

Parents/carers can arrange with the main office a suitable time to collect the mobile phone. Mobile phones will be collected from Visitor Reception before 4.00pm, only by prior arrangement with the main office.

What if parents/carers cannot come to school to collect the phone and the student needs it?

We will make contact with parents/carers and make arrangements for the mobile phone to be collected. The mobile phone will not be returned to the student.

Where will the mobile phones be stored when students are handing them in during form time?

Mobile phones for Years 7, 8, 9 and 10 will be handed in to the form tutor during morning registration. Each tutor group has a lockable storage facility for mobile phones to be kept throughout the school day.

Can I use my mobile phone before and after school when on the school site?



Mobiles phones can be used on the school site from 3.10pm, unless the student is attending a detention.

What if a student wants to use their mobile phone to check their timetable on Show My Homework?

All students are issued with paper copies of their timetables and it should be stuck into their contact book / planner. Students are responsible for having their contact book and timetable with them at all times and replacing them if they are lost.

What if a student wants to contact home during the school day?

Students will be able to use a school phone to do so, when required, at student reception.

What happens if a Year 7-10 student arrives to school after morning registration has ended, where do they hand in the mobile phone?

Students who arrive late to school and after the end of morning registration must sign in at student reception and hand in their mobile phone there. They will then collect their mobile phone from student reception at the end of the school day, after PM registration.

What happens if a student has a medical appointment which means they need to leave school early?

If a student has a medical appointment and has to leave early that day, they need to hand their mobile phone in to student reception during morning registration so that they can collect it during the school day when they are signing out for their appointment. Student reception will place a sticker in their contact book / planner, so that the form tutor knows their mobile phone has already been handed in.

What happens if I have a sports fixture during the school day?

If a student is taking part in a fixture that requires them to leave before the end of the school day, they must hand their phone in to a member of the PE staff at student reception before school. Phones will be stored securely and returned by a member of the PE staff later in the day.

What happens if a student has to leave due to unforeseen circumstances e.g. due to illness?

The school will endeavour to retrieve the phone from lockable storage before the student leaves the site. However, this may not be possible in every case.

Are students allowed to use mobile phones on trips/fixtures?

This will be determined prior to any trip and will be communicated to you beforehand. When on fixtures/after school activities off site, students will be expected to keep their mobile phones in their bags and hand them in for safe keeping if/when staff request them.

Are there any exceptions to the mobile policy?

Students with specific medical or special educational needs will be able to have their mobile phones in school. They will need to keep their mobile phones 'off and away' and only use them when absolutely necessary. Students that this applies to will be notified and a central record kept by the school. This will be authorised by the Deputy Headteacher.

How will I contact my child if there is an emergency?

If there is an emergency at home or serious need to contact your child, please call reception and a member of staff will arrange the student being brought to reception to make contact with you.