



Student use of mobile technology

iPad

1. The expectation is that at the beginning of every lesson, a student who has an iPad will place it face down on the desk to use as a learning resource, as directed by the teacher.
2. Before/after school and at social times, iPads can be used in the following places:
 - a. Learning Centre
 - b. Classroom supervised by a member of staff
 - c. Any outdoor space

Mobile phones and smart devices

3. During lessons, these should not be visible or heard. (*)
4. Before/after school and at social times, within the school building, these should not be visible or heard. (*)

Headphone wires

5. The only time that headphone wires are allowed is during lessons, connected to an iPad/PC and used for a specific learning purpose. (*)

Exceptions

6. (*) The only exceptions to (3), (4) and (5) apply to sixth form students who may use their mobile/iPod/headphones during lessons if the teacher gives them permission for that single lesson or during their independent study periods in the dining centre, learning centre and sixth form courtyard.

Responding to non-compliance

7. If a member of staff identifies a student who is not conforming with any of the above, they will say to the student, "you are not conforming with the school's mobile technology policy, and I now need to confiscate your device."
8. If the student refuses:
 - a. during a lesson, a referral will be called immediately.
 - b. before/after school or at social time SLT should be called or if the member of staff is otherwise engaged, a referral should be called for at the beginning of the next lesson.
9. If when spoken with by the member of staff on referral, the student still refuses to have their device confiscated, they will be excluded from school for serious disobedience of a senior member of staff.
10. In all cases, any confiscated devices should be passed as soon as possible (and certainly before 3:15pm that day) to Reception, who will take a note of the student's name, tutor group and the name of the member of staff who confiscated the device. They will enter this information on the pastoral management system and lock the device away for collection by the parents at any point after 3:15pm on the day of confiscation.
11. Arrangements for repeat offenders will be handled in a bespoke way by the Head of Year.