

26th January 2011

Dear Parent/Carer

Having consulted students and parents we have decided to review our policy on mobiles. Mobile technology is now an integral part of our everyday lives and can be a useful aid to learning. We know that for many in our rural community, using a mobile from time to time is essential to aid transport arrangements and to be reassured about the safety and whereabouts of family members.

We believe it is important that young people learn how to use this technology safely, appropriately and responsibly and that as a school we have a responsibility to provide an environment for this learning. The revised guidelines which tutors have discussed with students are included overleaf.

Please avoid contacting your child directly during school hours so that they are not distracted from their learning. If there is an urgent message, continue to contact reception as normal and we will pass this on. Similarly, if your child feels ill or is unhappy during the day, they have been asked to contact their Form Tutor or Head of Year in the first instance. Parents should not organise for their son/daughter to leave the school site without our knowledge.

Yours sincerely

Chris Sammons
Deputy Headteacher

Guidelines for students bringing mobiles to school:

- Your mobile and its security is your responsibility at all times.
- Students should wear their uniform smartly, mobiles should not be kept in shirt pockets but put away safely.
- Kineton High School cannot accept any responsibility for loss, theft, damage or investigation of a missing mobile. We recommended that your parents make sure sufficient insurance is in place for loss and theft at school.
- Mobiles must not interfere with learning, therefore, they must be switched off during lesson times, tutor time, assembly and walking around the building. Teachers are authorised to confiscate mobiles from students who break this rule.
- Mobiles are more likely to go missing if left in public areas or changing rooms. During PE or activities, you should label your mobile and hand it in with other valuables for safe keeping. We cannot guarantee the safe return of mobiles.
- You must not use your mobile as a calculator during maths lessons. Mobiles are not an acceptable substitute for calculators and **are never allowed in public examinations**.
- Do not use your mobile to make calls inside the school building or whilst walking around school and do not walk around the school building with ear phones in.
- You may use your mobile discretely outside the rear of the school building for essential communication.
- You should not contact your parents directly if you feel unhappy or ill at school. You must continue to speak to your Head of Year/House and we will contact your parents as appropriate. Under no circumstances should you personally organise for your parents to remove you from school as we need to sign students out safely and accurately.
- Students should not send inappropriate text or picture messages or make nuisance calls to other members of the school community. Any incidents of cyber bullying will jeopardise your right to bring a mobile to school.
- It is strictly prohibited to use the recording, camera or video facility of mobile telephones anywhere on the school premises or while taking part in extra curricular activities.
- Video-clips taken of young people or staff and shown publicly may be referred to the police if a criminal act is committed.