

MOBILE DEVICE POLICY

Rooted in Christ and Catholic tradition and under the guidance of its patron, St Edmund's aims to realise the God-given potential, in body, mind and spirit, of all members of its community through service and leadership.

Avita Pro Fide

St Edmund's is committed to ensuring the welfare and protection of children in their care and this commitment is a fundamental part of the role of every employee.

Modern technology is such that there will be frequently new products with internet capability on the market, such as watches. Where this policy makes reference to internet use via mobile phones, the same applies to any digital device with this capability.

Device refers to phones or any internet capable device.

St Edmund's recognises that many of its students travel long distances to the College and the ability to use a mobile device to stay in touch with relatives and to arrange transport is important. St Edmund's is also aware of the dominance of mobile communication in modern life.

However, the use of devices throughout the day is not necessarily beneficial to the St Edmund's community. Furthermore, the inappropriate use of devices, particularly the communication of material with the potential to damage others and the reputation of the College, is unacceptable and will be subject to disciplinary action.

Use of mobile devices by St Edmund's Prep students

St Edmund's Prep students are not permitted to have mobile devices at school unless they are on the afternoon bus, in which case the College understands their usefulness if needed to inform parents of any unforeseen changes to the bus schedule once students are en route. The devices must, however, be handed in to the class teacher during morning registration and collected after school.

Use of mobile devices by St Edmund's College students

Responsibility for the device lies with the student at all times. It is preferable that any device that is not their classroom device is kept in the student's locker throughout the day and it should never be taken to changing rooms or onto the sports field. Under the guidance of the classroom teacher and in accordance with the principles of the acceptable use policy, students may use their mobile devices for learning purposes during lessons and study during the College day, with permission.

Students should not capture media involving others without their consent. Such media should not be posted without consent and even where consent is given, the person posting must ensure that it is appropriate to do so.

No offensive, discriminatory or threatening language should be used on any postings.

There may be occasions, for example on trips and at social events when devices may be used. The device user is responsible for ensuring that they use the device appropriately.

When students are given permission to use devices in House areas they should not be used inappropriately and in particular may never be used:-

- in classrooms (with the exception of cases mentioned above) or corridors;
- capture any media, including, but not exclusive to photographs, video, music, without permission;
- to send inappropriate words, pictures or other media to others;
- to hurt or bully others by the sending of messages, pictures or other media;
- interfere with College property.

Sanctions

Inappropriate use may result in the full range of sanctions laid out in the school policy on sanctions and rewards. In particular, misuse of a mobile device may lead to its confiscation for a period of time usually no longer than one day. The device may be collected by the student or in more serious cases by asking the parent to collect the device. Bullying through the use of a device is the same as bullying in any other way and will attract the sanctions as laid down in the school policy on bullying.

Technology confiscation protocol

When confiscating any technology it is important to recognise the ease with which devices can be remotely accessed or wiped.

Upon confiscation, the member of staff must instruct the student to log into the device and place the device onto “airplane mode”, or the equivalent, to block data transmission to or from the device. The device can then be powered down and, where possible, the battery should be removed pending any future searches or submission to authorities as required.

Owner of policy:	Deputy Head Pastoral		
Reviewed by:	Assistant Head Pastoral		
Frequency of review:	Annually		
Policy last reviewed:	Trinity	2022	
Next review date:	Trinity	2023	
Sub-Committee reviewed at:	Academic Sub-Committee		