

## Mobile Phone Policy

### Staff

It is school policy that all mobile phones should be switched off or in silent mode during class/pupil contact time/official working hours. Staff are not to use their phones for texting or calls except on break time.

In exceptional circumstances, staff members may wish/need to switch on their mobile phones – it is imperative that they seek the Principal Teacher's approval before doing this.

### Pupils

1. Mobile phones must be switched off during school time. Pupils are not permitted to speak on their phones or send text messages during school time.
2. Picture phones are not permitted in school.

***Failure to comply with 1 or 2 above will result in the mobile phone being confiscated/parent being contacted. It will be returned to the pupil's Parents/Guardians on request.***