**Mobile Phone Policy as of 1st January 2020**

This policy is applicable for all pupils in **Years 7 to 11** [rules for Sixth Form students are slightly different as noted below]

Pupils may have their phones with then for the travel to and from school.

However, the use of ALL phones will be banned and phones must be switched off during the school day. This includes before registration and at lunchtime. (Any pupil who needs to phone home may do so via the office).

Any pupil caught on the premises using a mobile phone or with a mobile phone switched on will have the phone confiscated:

**1st offence:** mobile phone confiscated for two calendar weeks

**2nd offence:** mobile phone confiscated for two calendar months

**3rd offence:** mobile phone confiscated for six calendar months

**4th offence:** mobile phone is confiscated for twelve calendar months

Pupils may also be subject to additional disciplinary action.

Pupils may use their phones on the school bus for personal use only, such as games / music / homework. They must not take pictures or videos of themselves or other pupils. Pupils who are found to have used their phone camera on the school bus will also have their phone confiscated.

Please be advised that as smartwatches are connected to mobile phones, and cannot be switched off, smartwatches are not allowed to be worn in school.

**Sixth Form** students are not permitted to use phones during lessons (unless specifically instructed by a teacher) or in the Sixth Form library.