



Leith Academy Mobile Phone Policy

We, as a school, embrace technology that helps learning. We recognise that most pupils have access to a mobile phone: it makes them safer in the community. Mobile phones can also be used to access key materials and resources which further assist our pupils.

The use of mobile phones in school is to aid learning and that should not be abused. If pupils do not comply with these guidelines, they may be referred to the Curriculum Leader (minor, one-off) their House Head (more regular or repeated misuse) or the Duty Officer (serious misuse or persistently within a lesson.) At this point a parent may be contacted.

It is not appropriate for staff to confiscate mobile phones. If a situation is serious enough, then the pupil may be removed from class. We may then contact home for permission to confiscate the phone until the end of the day.

We would ask Parents / Carers to support the school by not texting or phoning pupils during lesson times. Parents / Carers can get in touch with their children in an emergency by telephoning the school.

Our Policy:

- Pupils can use their mobile phones at break and lunch intervals.
- At all times in the classroom, pupils' phones should be on silent and stored away in a bag unless a teacher gives permission for the phone to be used.
- Pupils may be given permission by a teacher to listen to music in class; this must be done with earphones and not through the speaker.
- It is unacceptable to photograph, take videos of, or audio record other people without their express permission.
- Pupils may use their phone to access appropriate materials in subjects such as languages when given permission by a teacher.
- Pupils must put their phones away when directed to by a teacher.
- Pupils cannot use a mobile phone in any exam – even as a calculator.
- Pupils cannot enter any exam hall / room with a device on their person as per SQA rules.