



# THE PALMER CATHOLIC ACADEMY

## MOBILE PHONE POLICY

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**If a student chooses to bring a mobile phone to the academy, it must be switched off on entry to the academy, kept out of sight and only switched back on when the student has left the academy site at the end of the day.**

### **Sanctions**

**If a student is found using their mobile phone in the academy, or is found to have used it in the academy to send messages, make calls or use social network sites:**

- The mobile phone will be confiscated for a minimum of 48 hours. Parents/carers will be notified.
- If the student does not hand over their mobile phone straight away, or argues with the member of staff, it will be confiscated for a longer period.
- Mobile phones confiscated in this way will not be returned to students. Parents/carers will need to collect the mobile phone from the academy.

**If a student is found with their mobile phone switched on, or visible, but is not using it:**

- The mobile phone will be confiscated for a minimum of 24 hours. Parents/carers will be notified.
- If the student does not hand over their mobile phone straight away, or if they have been found with their mobile phone switched on previously, then it will be confiscated for a longer period.
- Students can collect their confiscated mobile phone from Bede reception.
- Each confiscation will be logged on SIMS (the academy's database system).

**Important Note: If mobile phones are brought onto the academy premises, this is done at the students' own risk. The academy takes no responsibility for their loss or damage.**