

BEDE'S

EXCEPTIONAL

SUMMER SCHOOL

Student Mobile Phone Usage Policy

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| Author / Role | Admissions, Summer School |
| Date Published | April 2025 |
| Approving Body | Director, Summer School |
| Regulatory References | |
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Equality, Diversity, Inclusion and Belonging Check for new/updated Policy completed by (committee/date): Operations Manager, April 2025

Documentation Distribution

Please delete as applicable

| | |
|--|---|
| All staff | Y |
| Governing Body | Y |
| Parents on request | Y |
| Published on School website | Y |
| BC requirement to be available on request | Y |
| BC requirement to be on School website | Y |
| Parent Portal | Y |
| Staff Hub | N |
| Staff Induction & Staff Link Portal | N |
| Limited Internal Use Only (state recipients) | |

This policy is considered a 'live' document and will be updated as statutory guidance is released

In policies St Bede's School Trust Sussex may be referred to as Bede's/the School/the Trust.

Bede's is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment.

Vision, Mission and Values

Our Vision

Where every child finds joy in their pursuit of brilliance

Our Mission

We continue to craft a more joyful education.

- Cultivating a vibrant learning experience, motivating us to pursue our individual best.
- Providing a festival of opportunity, enabling us to discover new passions and develop new talents.
- Building a kind-hearted community, inspiring us to enhance the lives of others.

Our Values

Be Compassionate

Because a caring community fosters belonging.

We expect our community to show kindness to people of all ages, genders and ethnicities, maintaining campuses where every person feels joyful and energised.

Be Courageous

Because fortune favours the brave.

We challenge our community to stand up for what is right, providing them with a safe environment where they can take bold action in pursuit of brilliance.

Be Curious

Because wisdom can be found off the beaten track.

We encourage our community to discover unlikely passions and hidden niches, releasing them into a wealth of opportunities inside and outside the classroom.

Be Conscientious

Because dedication is a spearhead of success.

We ask our community to throw themselves wholeheartedly into every endeavour, taking responsibility for their journey and inspiring others to do the same.

Policy Principles/Aims:

At Bede's, social interaction and integration is encouraged to allow everyone to feel part of the school community. Language learning takes place both inside and outside the classroom. Bede's also seeks to minimise safeguarding risks. For these reasons, this policy sets out the times that students are allowed to use their mobile phones.

Statutory Guidance:

Associated Trust Policies:

- Behaviour Policy 2025

1. Eastbourne and Windlesham Centres

- I. Students' mobile phones must be given to centre staff on arrival. They will be kept in a secure locked location. Students are given allocated times during the day to use their mobile phones to call home. Students are not allowed to carry their phones around the campus or to take them back to the boarding houses.
- II. Students are allowed to take their mobile phones on excursions but they are encouraged to put their phone away when not using it for taking photos, for example. Students should use their phone responsibly and staff are permitted to take a student's phone for safekeeping, if they consider it to be in the student's best interests.

2. Dicker and Royal Russell Centres

- I. Students are not permitted to carry mobile phones with them around campus. Students must keep their phones in their bedrooms, which are locked. However, if rooms are not able to be locked, padlocks will be provided for lockable cupboards if needed. In the case that students are unable to call home in the morning or evening due to time differences, the centre will make an allowance for this. In an emergency, the centre staff will make the call if a student's mobile is not accessible. Students are not permitted to return to their boarding houses during lessons, break or lunch times, or activity times to use their mobile phones.
- II. Students are permitted to use their phone during free time in the evening and to take their mobile phone on excursions. Students should use their phone responsibly and staff are permitted to take a student's phone for safekeeping, if they consider it to be in the student's best interests.

3. Lancing and Brighton Centres

- I. Students are allowed to use their mobile phones on campus. They are responsible for them, and should use as stated below:

Lessons

Students' mobile phones must be switched off and put away during lessons.

Activities

Students may not carry their mobile phones to activity sessions unless advised to do so by their Activity Leader.

Meals

Mobile phones should not generally be used at meal times unless necessary.

Free time, Social Events, Excursions

Mobile phones may be used during social events on campus, on excursions, and during free time.

4. Exemptions to the policy

At Bede's Summer School, we understand that there may be exceptional circumstances where students need to use their mobile phones outside of the designated times outlined in our Student Mobile Phone Usage Policy. Exemptions can be granted on a case-by-case basis for reasons such as:

- **medical reasons**, such as managing a health condition with a monitoring app or needing to contact medical professionals quickly;
- **welfare reasons**, such as phone access for ongoing support from a mental health professional or counsellor, or to stay connected with family for emotional support;
- **family emergencies**, such as urgent family matters such as illness or bereavement,
- **special educational needs**, such as to support a student's learning with apps, learning resources or communication tools.

Requests for exemptions with supporting documentation if required should be made in advance to the Summer School Admissions Team, and approval will be given only when deemed appropriate. We encourage all students to respect the policy while enjoying their time at Bede's Summer School and to use mobile phones responsibly when exemptions are granted, to minimise disruption to the learning environment for all students.