



CROOKHORN COLLEGE

SB/AJB/GW

June 2021

Dear Parent/Carer

Use of mobile phones, electronic devices and the College computers

I am writing to you to ensure that you are clear about the College's policy on the use of mobile phones. We recognise that 'Smart phones' provide our students access to learning resources via the internet and this is something that we want to encourage when it is appropriate during the College day.

I know as a parent that it is useful and sometimes reassuring to be able to contact one's children on their way to or from College. To be able to do this they need to have a mobile with them. However, in College, mobile phones are not to be used for texting or calls to other students or for outside calls. In addition, those that are fitted with cameras, are not to be used to record images.

I am sure you appreciate that lessons and other College activities cannot be disrupted by telephone calls or texting at any time during the day. If you need to contact your child this should be done through College reception. If a student has a problem, medical or personal, then it should be reported to a member of staff.

Mobile phones used sensibly are extremely useful but when they are used thoughtlessly or without regard for others they can cause conflict, disruption and hurt. Consequently, there are no circumstances when the inappropriate use of a mobile phone on the College site will be tolerated. Students using their mobiles inappropriately will have them confiscated and a sanction given. Ultimately they will be banned from bringing them onto the College site if the misuse is repeated.

The College has identified when it is appropriate for students to use mobile phones or other electronic devices and this is outlined in the '*Bring your own Technology (BYOT) responsible use policy*' that is attached to this letter. The second part of this policy is our '*Bring your own technology (BYOT) student agreement*'. You should read through with your child. If you DQ wish your child to be able to use their mobile phone (or other electronic device) for learning purposes whilst in College you will need to indicate this on the relevant part of the reply slip attached to this letter.

I have also attached the College '*Acceptable Use Agreement (students)*'. Please read through this document which outlines the expectations for all students when accessing our College computer network. You and your child are required to 'acknowledge' that you have read and accepted the principles of this document by signing and returning the relevant part of the reply slip attached. **If you do not return this signed, your child will not be allowed to access computers whilst on the College site.**

I look forward to your support in these matters by impressing on your son or daughter the importance of using their mobile phones, electronic devices and College computers responsibly. Please complete all parts of the reply slip attached to this letter.

Yours sincerely

Mrs S Bennett
Headteacher



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PLEASE NOTE THERE ARE THREE PARTS TO THIS REPLY SLIP EACH OF WHICH REQUIRES A SIGNATURE TO SHOW ACKNOWLEDGEMENT

Name of Student: _____ Year Group: _____ Tutor Group: _____

Mobile Phone Use

I support the College policy on mobile phones. My son/daughter is responsible for keeping their mobile phone safe at all times in their College bag.

Parent's Name: _____ Signature: _____ Date: _____

Bring Your Own Technology (BYOT) Policy and agreement

Please delete as appropriate and sign

*I agree to the conditions of the Crookhorn 'Bring Your Own Technology (BYOT) Responsible Use Policy'

*I **do not** agree to the conditions of the Crookhorn 'Bring Your Own Technology (BYOT) Responsible Use Policy'

Signed: _____ (Parent/Guardian) Date: _____

Acceptable use agreement (students)

I have been issued with and discussed the Acceptable Use Agreement with my child and we agree to follow the E-safety rules and to support the safe use of ICT at Crookhorn College

Parent/Guardian Signature: _____

Student Signature: _____

Date: _____