



'Smart Phone' and Computer Policy **for Secondary School**

Objective and Expectations of the School

Green Valley aims to be a school free of smart phones where the children are encouraged at break time to enjoy the playground, play games, talk or simply relax. The school does not envisage children using their phones, connecting to social media, and isolating themselves in their worlds with their phones. A peaceful environment needs social interaction and for this reason it is so important that the school aims to be phone free.

How do we Implement this Policy and place it into Action?

A phone free school starts at home. 95% of students in Green Valley do not need to bring a phone to school, they are picked up every day by their parents (they do not take the bus, etc) and have no need to bring the phone in. Indeed, our school office is here to make any phone calls or messages necessary if there is a last-minute message or change of plan. Therefore, we encourage students not to take in their phone to school and leave it at home.

If we see a Student using their Phone at any time during the School day, what do we do?

The phone is taken by the teacher and is placed in the School Office until the end of the day. As a consequence, for a whole week the student will be asked to leave their phone at home or in the School Office from the morning until the end of the day. If the situation repeats itself on a second occasion, the student's parents will be informed seeking for their collaboration.

What are the Expectations from the Computer Policy in Green Valley?

We aim to create a harmonious working environment where the students are working on their different tasks in both the classes and in Independent Study sessions. The school is using Google Classroom as a platform and there might be homework or videos set to see as part of a student's home learning. The expectation is that when the students use their computer, it is for the task that has been given to them, it is not to be used to play games, watch Netflix, etc.

What happens if the Students use their Computer for Anything other than Learning?

The teacher supervising the student at this moment will take the computer and it is placed in the School Office until the end of the day when the student then collects the computer. They then are unable to take it to school for several days, between 3 and 5 days depending on what the inappropriate use was, at the discretion of the relevant director. The parents will also be informed that this has taken place.

Policy Date: *August 2018* Reviewed: *March 2019* Next Review Date: *August 2019*