



SEDBERGH INTERNATIONAL SUMMER SCHOOL

Mobile Phone Use by Pupils	
Extent of policy	Sedbergh International Summer School
Policy owner	Gemma Newton
Frequency	Annual
Publication	Staff & Student Induction Parent & Pupil Handbook Website
See also: Counter-Bullying Policy; Acceptable ICT Use Policy; Behaviour, Rewards and Sanctions Policy	

Introduction:

The purpose of this policy is to establish guidelines for the appropriate use of mobile phones by pupils in the Sedbergh International Summer School programme and to outline the restrictions placed on mobile phone use during the course. This policy aims to foster a positive learning environment, ensure pupils' safety and promote responsible phone and online use.

While on the course, we aim for students to make new friends, make the most of new experiences, improve their English and have a lot of fun. Mobile phones are an easy means of keeping in touch with family and friends; they can also distract pupils from fully engaging with what is going on around them. We therefore limit the use of electronic devices whilst pupils are at Sedbergh.

During the course, photos are uploaded daily on to our ISS social media accounts on Instagram and Facebook, so family at home can be part of the fun. We encourage all pupils to communicate with home on their safe arrival at the school, and to get in touch with family members during their free time. Parents are therefore encouraged to message and call their children at this time (between 16:30pm and 18:00pm local time), as this is when they will have access to their phones.

Wi-fi at Sedbergh

Wi-fi is available in key areas of the school and a strict filter is in place, with access to inappropriate sites blocked. Students read and sign an Acceptable ICT Use policy in their own language on arrival, which explains the expected behaviour on the school Wi-Fi.

Phone Use Hours:

Pupils are permitted to use their mobile phones during designated hours only. This is usually during free time and may vary based on daily schedules and activities. The designated hours for phone use will be communicated by programme staff.

Restrictions During Programme Activities:

Mobile phone use is **not allowed** during:

- English lessons (unless specifically invited to bring your mobile by your teacher)
- Mealtimes
- Breaktimes between lessons
- Between bedtime/lights out and wake-up.

Pupils are expected to be fully engaged and focused during all programme activities, and the use of mobile phones may detract from their learning experience.

We ask that pupils take their mobile phones on excursions but to only use them for emergency situations or if instructed to by a member of staff.

Privacy and Respect:

Pupils must respect the privacy of others when using their mobile phones, including refraining from taking unauthorised photos or videos of individuals.

Bullying, harassment, or sharing of inappropriate content via mobile phones is strictly prohibited and will result in disciplinary action.

See other policies on Bullying, Cyber Security and Acceptable ICT Use.

Emergency Communication:

In the event of an emergency during hours that pupils do not have access to their mobile phones (such as an English lesson or at night time), the school will contact parents as a matter of urgency to provide updates. Pupils will be given access to their mobile phones as soon as possible.

In the event of an emergency during hours that pupils do have access (such as on excursion or during their free time), pupils may use their mobile phones to contact programme staff, emergency services, or their designated emergency contacts. While off-site, students will have their lanyard/wristband with them, which shows the ISS emergency phone number. We also encourage students to save this number into their phones.

Pupils should keep their mobile phones charged at all times for emergency purposes. When they give their phones in at bedtime, we encourage students to leave them charging.

Phone Storage and Security:

Pupils are responsible for the security of their mobile phones and should take measures to prevent loss or theft. We recommend students bring a padlock with them, as most bedrooms have a lockable cupboard for valuables.

Phones should have a pin-code or be password protected (or have face ID enabled) to prevent unauthorized access.

Use of Other Electronic Devices:

While this policy primarily addresses mobile phones, the same guidelines apply to other electronic devices, such as tablets and laptops, in terms of appropriate use and restrictions during programme activities.

Smart watches can be worn as long as they are not used beyond telling the time (apps etc) during lessons and mealtimes. The use of a smart watch may be denied if a student is seen to be using it too much during these times.

Enforcement:

Programme staff will monitor compliance with this policy and address any violations appropriately.

Violations of this policy may result in consequences, such as temporary confiscation of the mobile phone, restrictions on future phone use, or parental notification. See Behaviour, Rewards and Sanctions Policy.

Acknowledgment:

By participating in the residential summer school programme, pupils agree to adhere to this Mobile Phone Use Policy and understand that failure to do so may result in disciplinary action.

Review:

This policy will be reviewed periodically by programme administration to ensure its effectiveness and may be revised as necessary to reflect evolving circumstances or technological developments.