



Fraser Youens House

Additional Guidance for Boarders and Staff on Mobile Phones and Tablets

Date Agreed by the Governing Body	November 2022
Date to be reviewed	November 2023
Date of last review	November 2023
Governors Committee accountable for review	Education
Senior Leadership Team member accountable for review	JIS

(This guidance is written after taking guidance from the DFE and the BSA as well as attending presentations from Childnet, liaising with Karl Hopwood, an Online Safety consultant and working with the house digital council. It should be read in conjunction with Fraser Youens House (FYH) Online Safety guidance and the School's policies on Online safety and guidance on Mobile Phone usage)

Students to be aware of the following;

- In FYH we acknowledge that whilst the house is part of school there are allowances for the fact that this is a residential setting and not just an educational establishment.
- All e-safety protocols that exist within school should be followed within FYH.
- There are clear areas that exist within boarding where we would not want students using their devices. E.g. Dining Room.
- Staff may access Reach for registration purposes in these areas.
- We would strongly advise students to use the School's filtered wifi and not 3G-5G.
- Students should be aware that (whilst it may be rare) if staff have reasonable grounds to believe that a student has prohibited material on their phone or material deemed to put a pupil or staff member at risk it would be deemed reasonable for staff to search their device.
- Boarders may not download (offsite or onsite) and bring into boarding any material deemed by staff at FYH to be unsuitable or age restricted according to the boarder's age. This includes material deemed to be adult related for those aged 18 and resident within boarding.
- If following a search/confiscation that the material is potentially of an illegal nature your device will be taken to the DSL or ADSL. This may involve contacting the police.
- Within FYH Boarders can only play age appropriate related games online and via their devices (If in doubt this should be discussed with Residential staff) Boarders who have access to mobile devices need to minimise their use of phones and mobiles devices during break and lunchtimes although they can be used within FYH.
- If Boarders need to contact parents they can access their mobile phone or use any of the landlines.
- Boarders may not invite day students into the house at break and lunch to use such devices.
- There should be no use of mobile devices or *computers* after designated bedtimes.
- Mobile devices including gaming devices are subject to collection at designated times for all year groups up to and including Year 11.
- Boarders should have no more than one mobile phone, laptop and iPad/Chromebook within FYH.

Staff usage and guidance

- Staff should act as good role models in their use of ICT, internet and mobile devices.
- Staff should follow Staff Code of Conduct and working practices and RGS Mobile phone policy.
- Staff on boarding duty should understand the guidelines regarding use of ICT and gaming in FY House.
- Staff should be aware of the latest guidance in KCSiE (Sept 2022) in relation to electronic devices and Searching, Screening and Confiscation Advice for Schools July 2022.
- If staff search or confiscate devices they must follow DFE guidance. Staff must not intentionally look at nude or semi-nude images, or copy, print, share, store or save such images, and these must be referred immediately to the DSL/ADSL.
- Staff should be aware that there are clearly signed areas that exist within boarding that we would not want students or staff using their devices.
- Due to the hours that boarding staff work there is an understanding that they may access mobile phones but this should be done discreetly and not in the presence of boarders.
- Staff should not be taking their mobile devices into Student dorm areas.
- Staff may use iPads to register using the software Reach, however these devices should not be taken into Boarder's dorm areas.

JIS/SZC/GMG & Digital Council – November 2022