

# Electronic Devices Policy

Journey Education Group

January 2024



## **1. Electronic Devices Policy**

**1.1** Learners are not permitted electronic devices such as mobile phones; iPods and tablets etc. during the school day. JOURNEY EDUCATION GROUP will make arrangements for learners to hand in devices at **the start of the school day**, store them securely and return them to learners at the **end of the school day**.

**1.2** If a learner needs to be contacted during the school day for exceptional circumstances, parents/carers can contact them by phoning JOURNEY EDUCATION GROUP: contact details are supplied in our student and family induction pack.

**1.3** If learners need to contact a parent/carer during the day in emergency, they can do so through JOURNEY EDUCATION GROUP staff. Parents/Carers are welcome to contact JOURNEY EDUCATION GROUP direct. Contact details are in the student and family induction pack

**1.4** Learners are advised to leave electronic devices safely at home but if they choose to bring them to JOURNEY EDUCATION GROUP, they are expected to hand them in to reception at the start of the day. They will be kept locked away securely until the end of the day. When handed in, the devices should be switched off and under no circumstances will staff turn them on or look at information on the device.

**1.5** Devices will be kept for the duration of the school day and given back to Learners at the end of the day.

**1.6** Learners will be checked with a handheld metal detector if they have not handed in their device or there is suspicion they have an additional device on their person.

## **2. Monitoring, Evaluation and Review**

**2.1** Journey Education Group will review this policy at least every year and whenever there is a change in legislation or guidance and assess its implementation and effectiveness. The policy will be promoted and implemented throughout JOURNEY EDUCATION GROUP Learning. **Next Review Date: 1<sup>st</sup> January 2025**