

# Mobile Device Policy for children and teens

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We are committed to protecting our Young Learners from abuse; this includes online abuse. This duty of care is set out in our [Safeguarding Policy](#) and includes a commitment to educating and raising awareness on staying safe online and encouraging our Young Learners to become informed and responsible users of technology.

Mobile technology is an integral part of most children's' lives across the world and many young learners bring their mobile devices into teaching centres. <sup>1</sup>Used responsibly, mobile devices such as phones, tablets, smart watches etc. can enhance teaching, learning, communication, social experiences and can bring a sense of security to parents/guardians.

There are however risks associated with children and teenagers bringing personal mobile devices into teaching centres; from low-level disruption in lessons, to more serious misuse such as bullying via social media or harassment by taking photos or videos of someone without their consent.

Taking into account both the benefits for learning and the risks, it is essential to promote the safe and responsible use of devices while adopting a proportionate response to their inappropriate use. This will help children, staff and parents/guardians/carers enjoy the flexibility that mobile devices can provide, whilst minimising the risk of harm and abuse

## **Aim**

This aim of this Mobile Device Policy for British Council Young Learners is to:

- Encourage the safe and responsible use of mobile technology at the British Council France
- Help protect children from harassment and abuse which can arise from the misuse of such technology.
- This Mobile Device Policy has been designed for British Council France Centres.

For information on the conduct of staff, please see the [Staff Code of Conduct](#)

The term 'mobile devices' encompasses privately owned: smartphones, tablets, notebooks, laptops, smart watches or other connected technology

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<sup>1</sup> <http://journals.sagepub.com/doi/abs/10.1177/0743558407303979>

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## Reporting incidents of child abuse

If you are concerned about a child or the conduct of a staff member please must contact either a staff member, [National Safeguarding Manager](#), a member of the [Child Protection Team](#) or report a serious incident to [SAFECALL](#)

## Appendix a: Mobile Device - rules for students under 18

At British Council teaching centres, we ask learners to use mobile devices responsibly.

Mobile devices include smartphones, smart watches, tablets, notebooks, laptops or any other technology that is able to access the internet.

Mobile devices can be very useful tools and can help you learn, but they can also be a distraction. We want you to stay safe online and to make the most of your time in the classroom.

**Please read the rules below and ask your teacher if you have any questions or doubts.**

1. Mobile devices must be on silent/airplane mode and must be kept in your bag in the classroom.
  2. If your teacher asks you to use your phone during an activity, always make sure it is visible on the table when you don't need to use it.
  3. You are not allowed to make or answer voice calls or send/read any personal messages during lessons.
  4. Do not take photos or make video of anyone with your mobile device without the permission of all the people involved.
  5. Do not upload photos or video to social media without the permission of everyone who appears in the photo or video.
  6. When your teacher gives you permission to use your phone for an activity you must follow their instructions carefully.
  7. Please take care of the mobile devices you bring to the teaching centre. The teaching centre takes no responsibility for loss or damage.
  8. If you see anyone in the teaching centre breaking any of the rules, or if you are worried or upset about anything you have seen online, please tell a teacher immediately.
  9. You must never use your mobile device to bully or hurt others.
  10. Respect people's privacy at all times and do not use your mobile phone in the toilets.
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- Please respect the rules, they are there to protect you and your classmates.
  - If you do not follow the rules, we will contact your parents/guardians and your mobile phone may be removed during class time.