



École européenne de Bruxelles IV (Laeken)  
European School of Brussels IV (Laeken)

SECONDARY CYCLE

# POLICY ON THE USE OF MOBILE PHONES\*

\* see page 2

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## CONTEXT

School is a place where it is important to foster community life and face-to-face social interaction, while at the same time benefiting from an environment conducive to personal development. For youngsters, smartphones often represent an important aspect of their (social) lives, and this also applies to school. That is why it is important for the school to clearly delineate what is allowed and what is not; and the school rules are the ideal tool for doing so.

Even when switched off, smartphones reduce students' attention span and performance on a task. This is known as the 'fear of missing out', which creates tension, anxious anticipation and distracts students. Moreover, their use on school premises diminishes the quality of community life, which is so vital to the development of pupils, starting with break times. Lastly, they are sometimes a vector for cyberbullying.

Students are always encouraged to take part in the many projects, clubs and workshops organised by the school. Playing games during break times and socialising with friends is also an important learning experience, allowing exploration and understanding in a fun way and strengthening friendships.

Our school is also aware of the importance of technology in our teaching and learning methods. Educating our students in digital skills is one of our many responsibilities as a school. Digital skills are one of the 8 essential competences to be developed in our education system - the '*Bring Your Own Device*' project - and our school emphasises a global approach/concept to media.

## GOAL

The purpose of this policy is to inform the school community about the use of mobile/electronic devices at EEB4. This is a **shared responsibility (school - parents - children)** within our school community and we are counting on everyone's contribution to ensure that this policy is properly implemented. This document is part of a wider policy to promote good behaviour at school:

- ✚ Good behaviour policy
- ✚ Internal rules of the secondary cycle
- ✚ "*Bring your own device*" charter
- ✚ ICT charter / TEAMS charter

## RULES

For the purposes of this policy, the term 'mobile phones' as used in the title should be understood to mean: ***mobile phones, smartphones, smartwatches, electronic games, consoles, tablets, music players, computers, airpods and headphones/earbuds and any other connected/electronic device (with the exception of Bring Your Own Device) (non-exhaustive list).***

- ✚ Their use on school premises (classrooms, gym halls, changing rooms, corridors, staircases, toilets, in the canteen, on the playground or anywhere else in the school) is **STRICTLY FORBIDDEN**.
- ✚ In the Chill-Out Rooms (A.002, A.013, R.101, W.425, S.004, S.008), the use of mobile/electronic devices **in silent mode is tolerated under certain conditions**: *no calls, no photos, no videos or any other activity that could be detrimental to other students in the room or to those supervising.*

- ✚ Mobile phones **must be switched off at all times** during the school day. It is strictly forbidden to photograph and/or film on school premises, to publish these images/videos.
- ✚ Students who are feeling unwell should report to their teacher and/or the educational advisor, who will send the student to the **infirmary**. If necessary, parents or legal guardians will be contacted. Students are not allowed to use their mobile phones or other devices to make such calls. This is to ensure that the student has the support and privacy to deal with a potentially difficult situation, but also to ensure the school's medical and safety protocol. <https://eeb4.be/medical-service/>
- ✚ Parents/legal guardians are also reminded to avoid all contact with their child during school hours. In case of emergency, they can use the school telephone numbers (educational advisor, secretariat, etc.).
- ✚ In the event of an emergency requiring the student to call home, they should contact a member of staff who will deal with the matter.

Any breach of these rules will be sanctioned in accordance with the following table:

Breaches	Consequences / Sanctions
<b>Three</b> breaches of this policy	Information to the legal guardians and 1 day exclusion.
<b>Six</b> breaches of this policy	Information to the legal guardians and 3 days exclusion.
<b>Nine</b> breaches of this policy	Legal guardians are summoned to the school and a Discipline Council is convened.

In order to avoid being tempted to break the rules of this policy, we invite students to leave their mobile phones and other mobile/electronic devices at home or to turn them off upon entering the school and to put them in a safe place.

The school will deal with incidents that occur **both on its premises as well as outside of the school during a school activity**.

Where the school rules and policies are not respected, the school will implement measures to improve the well-being of one or more students. However, the school cannot continually deal with issues relating to the misuse of mobile/electronic devices outside school hours or issues relating to the use of social media/applications. The right to one's image is a recognised right for all members of the school community. **Failure to respect image rights is a criminal offence. The school is not responsible for any breach of image rights and invites any legal representative to lodge a complaint with the police so that legal action can be taken if necessary.**

During examinations/tests, it is strictly forbidden to be in possession of a mobile phone/smartwatch (even if it is not paired with the phone) or any other similar device. Failure to comply with this rule will automatically result in the cancellation of the exam/test. The student will receive a mark of 0/10 for the said exam/test.