

# MY OASIS

Therapeutic Alternative Provision

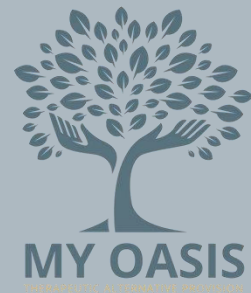
## Mobile Phone / Electronic Devices Protocol Policy 2024/2025

Date of Last review: June 2024

Date of Next review: June 2025



CHARLOTTE LOWE  
PSYCHOLOGICAL SERVICES LTD



[www.charlottelowepsychologicalservices.co.uk](http://www.charlottelowepsychologicalservices.co.uk)

[www.my-oasis.uk](http://www.my-oasis.uk)

**My Oasis recognises that the use of mobile phones and music devices within lessons and activities causes disruption to teaching and learning. As a result, the provision is implementing the following policy:**

- All mobile phones must be handed in on arrival at My Oasis unless there are exceptional circumstances where the mobile phone is used to monitor an ongoing health concern, or if there is an agreement in place. The device will be handed to their key worker and if for whatever reason the key worker is absent, another member of My Oasis staff will be designated to do so.
- Devices will be stored securely in the designated locked drawer and will be returned to the student during breaks and lunchtime, but they will need to be handed back to the key worker at the end of these periods.
- On occasion, mobile phones/electronic devices may be used during lesson times if a computer is not available. However, staff will make the students aware of this and will hand out and collect the device in at the beginning and end of lessons.
- If any student uses a mobile phone/electronic device during lessons when permission has not been given, they will be required to hand their phone to a member of staff.
- If a student persistently refuses to hand in their mobile phone/electronic device, they may be sent home with work for the rest of the day. Their parent/carer and the student's mainstream school will be contacted.
- Mobile phones/electronic devices will be returned to students at the end of the day.

- If a student continues to ignore My Oasis's policy around the use of mobile phones/electronic devices, then their placement with us could potentially be terminated early.
- This policy will apply at the centre and on all off-site provisions linked with My Oasis.  
However, if any off-site provider has their own policy regarding the use of mobile phones/electronic devices, My Oasis will support the provider's policy and students must adhere to the rules they have set.
- All students will be asked to sign the contract below to state that they have read and understood the My Oasis mobile phone/electronic devices policy.

**PLEASE NOTE THAT MY OASIS CAN TAKE NO RESPONSIBILITY FOR THE LOSS OR DAMAGE OF PHONES OR ANY OTHER ELECTRONIC DEVICES THAT STUDENTS BRING INTO THE PROVISION.**

Due to this, we would recommend that students choose not to bring their devices. However, we recognise how it can often offer comfort to a young person knowing they can contact a significant other if they wish to.

If parents/carers need to contact students urgently then they will be able to contact the Head of Centre, Charlotte Lowe, on 07734650859 or the direct number for My Oasis which is 01257367095 and the message will be given to the student the quickest it can be. If the call is not answered and the phone goes to the answering machine, please leave a message, it will be picked up as soon as possible. If a student needs to urgently contact parents/carers during the day, then they should inform the Head of Centre and her phone will be made available for them to use.

**PLEASE SIGN DOCUMENT:**

- I acknowledge that I have reviewed this document and understand the mobile phone/  
electronic devices protocol policy.
- I accept the policy as a working document which I will support and follow in my daily  
attendance at My Oasis.

Student Signature:.....Date:.....

Parent/Carer Signature:.....Date:.....