Mobile Phone Policy

Purpose

To create a safe, calm and focused learning environment, to minimise distraction and reduce risks associated with mobile phone use (e.g., online bullying, access to inappropriate content), while meeting safeguarding and legal duties.

Core Principles

a) Mobile Phone-Free School Day

- Schools should be mobile phone-free by default for pupils throughout the school day, including lessons, movement between classes, break and lunch times.
- Primary pupils are not expected to use mobile phones during the school day. If brought in, phones must be handed in on arrival and stored securely until home time or collected by a parent/carer.

b) Safeguarding and Online Safety

- The policy must align with Keeping children safe in education statutory guidance and online safety expectations. Staff should be alert to phone-related online harms (bullying, exploitation, inappropriate content) and act under the school's safeguarding procedures if risks are identified.

c) Reasonable Adjustments

- Consider exemptions where necessary (e.g., medical need or specific safeguarding circumstances). These must be documented and managed appropriately to support pupil welfare.

Expectations for Pupils

- Pupils should not use mobile phones during school hours.
- Pupils should keep phones switched off and handed in on arrival to the school office where they can be stored securely, unless an authorised exemption applies.
- Pupils should learn about risks of mobile phone/online use through age-appropriate online safety education

Expectations for Parents/Carers

- Parents must support the school policy and only contact pupils through the school office during the school day.
- Parents should discuss mobile phone expectations and online safety at home.

Staff Responsibilities

- All staff must consistently enforce the mobile phone policy.
- All teaching staff should have mobile phones secured away from children when teaching. If a member staff requires access to their phone for emergency reasons (e.g., medical appointments), this should be discussed with the Headteacher before the start of the school day
- Staff should not use personal mobile phones for personal communication in front of pupils during the school day. Phones for school business use should be managed through school systems to protect pupil data and safeguarding.

Managing Breaches

- Breaches of the mobile phone policy involving children should be raised with the Deputy Headteacher (Lead DSL)
- Breaches of the mobile phone policy involving staff should be reported to the Headteacher

Review: September 2027