

Stoughton Infant and Nursery School

Northmead Junior School



Mobile Phone Policy

Date Reviewed: 09/2026

Reviewed By: LGB

Next Review Due: 09/2029

Review Cycle: 3 Years

1. Purpose

Stoughton and Northmead Schools are committed to providing a calm, safe and focused environment in which all pupils can learn, play and develop positive relationships.

The school recognises that mobile phones and other smart devices can provide benefits outside school, particularly for children travelling independently. However, their presence and use during the school day can cause distraction, disruption and safeguarding concerns.

This policy establishes clear expectations for mobile phones and similar personal electronic devices in school.

This policy has been developed with regard to the Department for Education's **Mobile phones in schools** statutory guidance, updated on 29 June 2026. The guidance states that schools should be mobile-phone-free environments by default and that pupils should not have access to mobile phones throughout the school day, including during lessons, between lessons, breaktimes and lunchtime.

2. Scope

This policy applies to:

- all pupils attending Stoughton Infants and Northmead Junior Schools;
- all mobile phones and smartphones;
- smart watches and other wearable devices with communication, messaging, recording or internet functionality;
- other personal smart devices capable of sending or receiving messages or notifications or recording audio/video;
- school trips and activities taking place during the normal school day.

For the purposes of this policy, references to a "mobile phone" include other personal communication or smart technology with similar functionality.

School-owned devices provided for educational purposes are not covered by this policy, but must be used in accordance with the school's acceptable use and online safety policies.

3. Our policy

Stoughton Infants and Northmead Junior Schools are mobile-phone-free schools during the school day.

Pupils must not use, access or have access to a mobile phone during the school day.

This includes:

- lessons;
- assemblies;
- movement between lessons or activities;
- breaktimes;
- lunchtime;
- clubs or activities taking place during the school day.

A pupil must not use a mobile phone:

- to make or receive calls;
- to send or receive messages;

- to access the internet or social media;
- to take photographs or videos;
- to make audio recordings;
- to play games;
- to use applications;
- to communicate with another pupil.

4. Bringing a mobile phone to school

Children in the junior school are strongly encouraged **not to bring a mobile phone to school**.

Where a parent/carer considers that their child needs to carry a mobile phone because of their journey to or from school, the following arrangements apply:

1. The phone must remain switched off throughout the school day.
2. The phone must be placed in the school's designated secure storage boxes at the start of the school day.
3. The phone will remain securely stored until the end of the school day.
4. The pupil may collect the phone at the agreed time when leaving school.
5. The phone must not be accessed while on the school premises during the school day.

Parents/carers remain responsible for deciding whether their child needs to carry a mobile phone to and from school.

The school will communicate clearly with parents/carers about alternative arrangements for contacting children during the school day.

5. Communication during the school day

Parents/carers should not contact pupils directly by mobile phone during the school day.

If a parent/carer needs to contact their child urgently, they should contact the **school office**.

Similarly, if a pupil needs to contact a parent/carer during the school day, they should speak to a member of staff. The school will facilitate appropriate contact through the school office.

This arrangement ensures that children can be contacted in an emergency without requiring them to have access to a personal mobile phone.

6. Smart watches and wearable devices

Smart watches and similar wearable devices must not be used as communication devices during the school day.

Where a pupil wears a smart watch to school, it must:

- have communication and messaging functions disabled; or
- be handed in/stored in accordance with the school's arrangements for mobile phones.

The school may require particular devices to be removed where their functionality cannot be appropriately restricted.

Simple watches that do not provide communication, recording or internet functionality are permitted.

7. Exceptions and reasonable adjustments

The school recognises that there may be exceptional circumstances where a pupil needs access to a mobile phone during the school day.

This may include:

- a medical condition where a mobile phone is necessary to monitor or manage the condition;
- a disability or special educational need where the phone is required as assistive technology;
- specific safeguarding circumstances;
- other exceptional individual circumstances identified by the school.

Any exception will be considered on an individual basis by the Deputy Headteacher of Executive Headteacher or a designated senior member of staff.

Where an exception is agreed, the school will establish clear arrangements specifying:

- why access is required;
- when the device may be accessed;
- where it may be accessed;
- who will supervise or manage access where appropriate;
- what functions may be used.

An exception does not automatically mean that a pupil may use their phone freely throughout the school day.

The school will make reasonable adjustments where required by law, including under the Equality Act 2010.

8. Medical needs

Where a pupil uses a mobile phone as part of the management of a medical condition, the arrangements will be incorporated into the pupil's individual healthcare plan or other appropriate medical arrangements.

For example, some pupils may use health technology linked to a mobile phone to monitor a medical condition.

The school will work with parents/carers and relevant health professionals to ensure that necessary access is maintained while keeping restrictions proportionate and appropriate.

9. Safeguarding and online safety

The school recognises that mobile phones can create safeguarding risks, including:

- cyberbullying;
- inappropriate communication;
- sharing images or videos without consent;
- access to inappropriate or harmful material;
- online abuse;
- recording or photographing other pupils or staff without permission;
- misuse of social media.

Where concerns arise from a pupil's use of a mobile phone, staff will follow the school's safeguarding and child protection procedures.

Where appropriate, concerns will be referred to the Designated Safeguarding Lead (DSL).

Pupils will be taught about the risks associated with mobile phones and online communication and about the benefits of spending time away from personal devices.

10. Searching for mobile phones

Mobile phones and similar devices are items that may be searched for in accordance with the school's behaviour policy and the Department for Education's guidance on searching, screening and confiscation.

A search will only be carried out by an authorised member of staff and in accordance with the school's legal powers and procedures.

Staff will act proportionately and consider the individual circumstances of the pupil.

11. Breaches of this policy

The school will respond to breaches consistently and proportionately.

Examples of a breach include:

- having a mobile phone in school without authorisation;
- using a mobile phone during the school day;
- refusing to hand over a phone when required;
- using a smart watch or other device to communicate;
- photographing, filming or recording another person without permission;
- using a device to bully, threaten or otherwise harm another person.

Where a pupil breaches this policy, the device may be confiscated in accordance with the school's behaviour policy.

The school may retain the device for a proportionate period and/or require a parent/carer to collect it.

Repeated or serious breaches may result in additional sanctions in accordance with the school's behaviour policy.

The school will take account of the pupil's age, SEND, medical needs and individual circumstances when determining an appropriate response.

12. Confiscation and storage

Where a mobile phone is confiscated:

1. The device will be secured safely by an appropriate member of staff.
2. It will be stored securely until it can be returned in accordance with the school's procedures.
3. Parents/carers may be required to collect the device where appropriate.
4. Staff will not access the contents of a pupil's device unless there is a lawful and appropriate reason to do so.

The school will handle confiscated devices in accordance with its behaviour policy and the relevant Department for Education guidance.

13. Staff expectations

Staff are expected to model appropriate behaviour.

Staff should not use personal mobile phones for personal reasons in front of pupils during the school day.

There may be appropriate exceptions, for example where a member of staff needs to:

- use a phone for an authorised school purpose;
- use multi-factor authentication;
- respond to an emergency.

Staff will exercise professional judgement and ensure that personal phone use does not undermine the school's expectations for pupils.

14. Educational use of technology

The school recognises the educational value of technology.

Where digital technology is required for learning, the school will normally provide or authorise appropriate school-owned devices.

Personal mobile phones will not be used as part of normal classroom learning.

Any use of personal technology for educational purposes must be specifically authorised by the Headteacher or an appropriate member of staff.

15. School trips and activities

For trips and activities during the normal school day, the same mobile-phone expectations will normally apply.

Where a trip involves particular safety or travel considerations, the trip leader may establish specific arrangements consistent with this policy.

Parents/carers will be informed of any arrangements before the trip.

For residential visits or activities outside the normal school day, separate arrangements may be established by the school to balance safeguarding, communication and the educational experience.

16. Responsibilities

The Headteacher

The Headteacher is responsible for:

- ensuring that the policy is implemented;
- ensuring that staff understand their responsibilities;
- ensuring that reasonable adjustments and individual circumstances are considered;
- monitoring the effectiveness of the policy;
- ensuring that the policy is reviewed regularly.

Staff

Staff are responsible for:

- consistently enforcing the policy;
- modelling appropriate use of personal devices;

- responding proportionately to breaches;
- reporting safeguarding concerns;
- following the school's procedures for confiscation and storage.

Pupils

Pupils are expected to:

- follow the school's mobile-phone rules;
- hand in or securely store devices when required;
- never use a mobile phone during the school day without specific permission;
- respect the privacy and dignity of others;
- tell an adult if they are concerned about something that has happened online.

Parents and carers

Parents/carers are expected to:

- support the school's policy;
- avoid contacting their child directly during the school day;
- contact the school office if they need to communicate with their child;
- discuss responsible mobile-phone use with their child;
- support the school when sanctions are necessary.

17. Communication of the policy

The school will publish this policy on its website and make it available to parents/carers.

The policy will be communicated to pupils and parents/carers at the beginning of each school year and whenever significant changes are made.

New pupils and their families will be made aware of the policy as part of the school's induction arrangements.

The school may use assemblies, newsletters, meetings, parent communications and other appropriate methods to reinforce the expectations.

18. Review

This policy will be reviewed regularly and whenever there is a significant change to legislation or Department for Education guidance.