



Mobile Technology Policy

2025-2026

Policy Lead:	Assistant Headteacher- Hazel Weigh
Last Review Date	January 2026
Next Review Date	July 2026
Approval needed by:	Headteacher – Karen Key

Aims:

- To create a positive culture and climate that ensures that all students have the opportunity to learn, and teachers to teach, in a safe, respectful and cooperative environment free from the distraction and disruption caused by the misuse of mobile phone technology.
- To support our students' wellbeing by encouraging them to reconsider their relationship with mobile phone technology and reducing dependency upon this.
- To reduce incidents of anxiety, bullying and harassment caused by misuse of mobile phone technology during the school day.
- To ensure a consistent approach to the management of mobile phones during the school day that is clearly communicated and understood by staff and students.

Loss, theft or damage:

Students bringing in mobile phone, EarPods, smart watches, as with all other valuables do so at their own risk. The school does not accept responsibility for items that are lost, damaged or stolen on school premises or transport, during school visits or while students are travelling to and from school.

Guidelines for mobile phone and associated technology use whilst in school:

Journey to School: Students are allowed to bring mobile devices to school for safeguarding purposes on their journey to and from the school building. Upon entering the school, mobile devices must be **turned off** and put away out of sight until the bell goes at 3.10pm.

Year 7 – 10: Mobile phones, EarPods or headphones are not permitted for use in lessons, form time, corridor transition or social time.

Year 11: Mobile phones, EarPods or headphones are not permitted for use in lessons, form time or corridor transitions. Students in Year 11 are permitted to use their mobile phones during break and lunch in the supervised area of the Studio building or Studio outside space only. **Following the January 2026 policy review, this concession will be phased out from Friday 22nd May 2026.**

Sixth Form: To support our students in Years 7-11, Sixth Form students are expected to act as positive role models for younger students within our community. As such, they can only use their mobile phone, AirPods/headphones in the Sixth Form Common Room and building, during breaks and in private study periods.

Smart glasses are not permitted for use by any student, including those in the Sixth Form.

Inappropriate use of mobile phones:

Securing our school as a phone free environment will ensure that any potential distractions, social pressure or inappropriate behaviour are removed for the duration of the school day.

- It will remove the distraction of using social media platforms and the ability to send and/or receive notifications or text or voice note messages via mobile networks.

- It will remove the opportunity to take photographs or record videos of any student or staff member within the community.
- Where it comes to light that a student has been using their mobile phone during the school day to send inappropriate messages, this will be sanctioned in line with serious or severe misconduct.
- The school does not tolerate the use of mobile phones during or outside the school day for bullying and harassing behaviours such as sexting, upskirting, threats of violence or assault, and abusive messages, and will contact the police where appropriate.

Students who infringe the rules will have their phone confiscated and will be sanctioned in line with the school behaviour policy.

Student/Parental communication during the school day:

It is important that parents and carers support our mobile phone policy to minimise the negative effects of their unauthorised use during the school day.

For students who feel unwell or if an emergency occurs that requires contact with a parent, students are expected to speak first to the support staff in the student office. Our school support team are trained to carefully listen to the needs of individuals and review the situation. The staff will provide the appropriate care or treatment, refer the student to their Head of Year or the Student Support team and contact home if necessary. If a parent/guardian needs to contact their child in an emergency this should be done via the school telephone system. If the school needs to contact a parent/guardian regarding their child, in the event of illness or emergency, this will be done from the student office.

PSHCE Curriculum and Online Safety:

As part of our commitment to student well-being, we offer a comprehensive PSHCE (Personal, Social, Health, and Citizenship Education) curriculum that educates students on the safe and responsible use of mobile phones and social media. Topics covered across Years 7–11 include, but are not limited to:

- **Online Safety:** Understanding age restrictions, privacy settings, and maintaining a positive online reputation.
- **Screen Time & Addiction:** Exploring the impact of excessive screen time, online gaming addiction, and the importance of balance.
- **Cyber Bullying:** Recognizing and preventing cyberbullying, understanding the risks of sharing inappropriate or explicit images.
- **Online Grooming & Exploitation:** Awareness of online grooming, the dark web, and the dangers of sexual exploitation.
- **Hate Crimes & Extremism:** Educating students on recognizing and resisting online extremism and hate crimes.

We are committed to ensuring that students not only have the knowledge but also the support to use technology and social media in a safe and responsible manner.

Social Media and Online Behaviour:

We recognise that many issues around social media arise outside of school hours. However, conflicts or inappropriate behaviours that occur online can spill over into school life. We take

these matters seriously and encourage students to report any concerns so that staff can monitor and intervene. The school will take action when issues related to social media and online behaviour affect student welfare or disrupt the learning environment.

There are a range of actions that we encourage families to consider to positively promote appropriate and responsible use:

- Talk to your child about using inappropriate language or images online
- Talk to your child about the dangers of using their mobile phone to negatively target individuals, intimidate or bully others
- Discuss how to manage issues together and how best to let staff at school know for early intervention
- Monitor your child's device and the apps they are using
- Consider restricting or limiting the amount of time they spend online.
- Consider putting parent filters or other controls in place during the school day to limit access to apps.
- Consider removing devices overnight.

Consequences of Misuse:

Misuse of mobile phones, including failure to comply with the rules outlined above, will result in:

- Confiscation of the device
- Sanctions as per the school's Behaviour Pathway
- Parental collection of the device, if necessary
- In extreme cases, such as illegal activity or threats, the school may contact the police. In all cases where a student's phone must be searched, parents/ carers will be contacted.

If any student chooses to breach these regulations, then the Academy reserves the right to confiscate the item, it is taken to the Student Office and sanctions are issued in line with the behaviour policy:

- On the **first occasion** that a student's device is confiscated, a Level 1 Behaviour Incident is recorded on Arbor. The student can collect their phone at the end of the day from the student office.
- On the **second occasion** that a student's device is confiscated, a Level 2 Behaviour Incident is recorded on Arbor which includes a 30-minute after school detention. A communication is sent to parents seeking support and the student can collect their phone at the end of the day from the student office.
- On the **third occasion** that a student's device is confiscated, a Level 3 Behaviour Incident is recorded on Arbor which includes a 60-minute after school detention. A communication is sent to parents seeking support and the student can collect their phone at the end of the day from the student office.
- On the **fourth occasion** that a student's device is confiscated, a Level 4 Behaviour Incident is recorded on Arbor which includes an 80-minute Senior Leadership Team (SLT) after school detention (Friday only 3.10 – 4.30pm) for persistent non-compliance of a school rule. A communication is sent to parents seeking support and outlining that the phone will not be returned to the student at the end of the day and will need to be collected from the student office by parent/carer.

- Where a student continues to persistently breach the school rules relating to mobile phones the school will issue an Internal Suspension in the RESET room. The child's Head of Year will contact parents/carers to discuss measures that support a positive resolution.

Additional Restrictions:

Behaviour Management - If a student is out of lessons during the school day because of their behaviour, or they are involved in the investigation of a serious incident, it may be appropriate to confiscate their phone whilst matters are resolved.

Temporary Intervention - In some individual cases, the school may implement a temporary intervention to support persistent issues. Student are expected to hand in their mobile device to the student office/or Head of Year when they arrive at the start of the day and collect it at the end of the day.

Internal Suspension – Students who are issued with an internally suspension in the RESET Room do not have access to their phone for the duration of the suspension.