



## Seabridge Primary School

### Mobile Phone Policy (including use of other personal devices) - pupils

Seabridge Primary School is committed to ensuring the welfare and safety of the pupils in our care. The aim of the Mobile Phone policy is to recognise and guide the appropriate use of such technology through the establishment of clear user guidelines, recognising that the incorrect or inappropriate use of mobile phones and other personal devices could pose a risk to children and adults.

It is recognised that it is the enhanced functions of many mobile phones that cause the most concern, and which are most susceptible to misuse. Misuse includes the taking and distribution of indecent images, exploitation and bullying. It is also recognised that mobile phones can cause an unnecessary distraction and can be intrusive when used in the company of others. For the purpose of this policy, the term 'mobile phone' also covers any electronic device with the capacity to be used as a form of communication, either through the device itself or any applications stored on the device.

As it can be very difficult to detect when such devices are present or being used, particularly in relation to enhanced functions, such as cameras, the use of all mobile phones is limited, regardless of their capabilities.

This policy is not an exhaustive list of acceptable and unacceptable use of mobile phones. In situations where guidance does not exist in this policy, staff are expected to exercise their professional judgement and act in the best interests of the pupils/students and the academy.

#### Code of conduct

The Code of Conduct provides clear reference to the use of mobile phones and other electronic devices.

Our aim is to ensure that adults and young people in our setting:

- have a clear understanding of what constitutes misuse;
- know how to minimise risk;
- avoid putting themselves into compromising situations which could be misinterpreted and lead to possible allegations;
- understand the need for boundaries and clear guidance regarding acceptable use;
- are responsible for self-moderation of their own behaviours;
- are aware of the importance of reporting concerns to the SLT promptly.

An agreement of trust is therefore promoted regarding the carrying and use of mobile phones within the setting, which is agreed to by all users

## **Personal Mobile Phones (including the use of Smart watches) - pupils**

The school recognises that pupils who walk to and from school without an accompanying adult may carry a mobile phone for safety. In these cases, parents must request permission from the school and complete the relevant form. Once this has been received, pupils may bring a mobile phone onto the school premises, but it must be deposited in the mobile phone box within class; this will then be stored in the box until collection at the end of the day. Pupils are not allowed to bring mobile phones into any other areas of the school. Any mobile phones discovered to have been brought into the school and not handed in to the class teacher will be confiscated immediately. Parents will be asked to collect the mobile phone from the school office.

Parents should be aware that whilst there are obvious benefits to pupils having a mobile phone in terms of personal safety there are also some associated risks such as potential for theft, bullying and inappropriate contact, including grooming by unsuitable persons.

We would also like to alert parents/carers to the risks that using a mobile phone has while walking to and from school. Pupils who are concentrating on using their phone can have reduced general safety awareness which may result in road accidents and/or injury if a pupil is not paying attention to their surroundings.

If a member of the staff has any suspicion that a mobile phone brought into school by a pupil has unsuitable material stored on it, the pupil will be required to hand over the phone immediately to a member of staff and parents will be asked to collect it from a member of the SLT. In circumstances where there is a suspicion that the material on the mobile phone may provide evidence relating to a criminal offence the phone will be handed over to the school's DSL or Headteacher for further investigation and the parent/carer asked to collect it from them.

Mobile phones and personally-owned devices may not be used during lessons or formal academy time, and should be switched off at all times once on school site. Personal mobile phones must not be used at any time to take recordings or photographs of other pupils or staff. Smart watches are permitted within the academy site, however these must not be used during lesson times for taking pictures, sending voice notes, reading messages, etc.

Mobile phones and personally-owned mobile devices brought into the academy are the responsibility of the device owner. The Shaw Education Trust accepts no responsibility for the loss, theft or damage of personally-owned mobile phones or mobile devices. It is the responsibility of parents to ensure mobile phones are properly insured. It is recommended that pupil's phones are security marked and password protected.

### **Dissemination:**

The mobile phone policy (including other electronic devices) will be shared with all Y5 and Y6 parents as part of the information evening. It will also be available to parents via the school office and school website.

### **Approved by:**

Signature: Date: 26.01.26 Print: Emma Kuffour  
Title: Headteacher

Signature: Date: 26.01.26 Print: Katie Fisher  
Title: Deputy Headteacher

Date of review: 01.09.26