

Mobile Phone Policy

Written by:	Mr J Ducker
Approved by:	Local Governing Body
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1. Policy Overview

This policy sets out our expectations regarding student mobile phone use during the school day. In line with Department for Education guidance and our commitment to safeguarding and learning, students will no longer be permitted to use mobile phones at any point while on school premises.

To support this, we are implementing Secure Lockable Phone Pouches for every student.

2. Objectives of this Policy

- Eliminate distraction from learning caused by mobile phones
- Promote positive behaviour, engagement, and wellbeing
- Prevent misuse of mobile devices, including bullying, filming, upskirting, and academic dishonesty
- Create a safer school environment and reduce safeguarding risks
- Reinforce a calm and focused school culture through consistent rules

3. Scope

This policy applies to:

- All students during the school day (including breaktimes and transition periods)
- All devices capable of communication (phones, smartwatches, earbuds, etc.)
- All areas of the school site and all off-site, school-organised activities

4. Secure Lockable Phone Pouches – How the System Works

- Each student will be issued a personally assigned signal-blocking pouch
- Students must bring their pouch to school every day
- Before the start of the school day phones are to be placed inside and locked in the pouch under staff supervision
- The pouch remains on the student's person but cannot be opened until the end of the school day

- At the end of day students can open their pouches at the unlocking stations located along the exit of the school building.
- If a student leaves school early, the pouch will be unlocked by student services staff
- If a pouch is forgotten, the students phone will be placed in a box and kept in student services for the day. Phones will then be returned to students at 3:15pm.

5. Expectations of Students

- Bring your pouch every day and use it without exception
- Keep your pouch and phone secure and undamaged
- Follow all staff instructions regarding pouch use
- Do not bring or use any item intended to bypass the system (e.g. second phone, magnets, smartwatches)
- Do not damage or deface the pouch – this is treated as deliberate misconduct

6. Expectations of Staff

- Enforce pouch use during the start of the school day, including visual checks, wandering of students and supervised locking
- Conduct spot checks during the day if misuse is suspected
- Unlock pouches at the end of final lessons
- Report damage, missing pouches or misuse to SLT
- Keep your unlock station secure and inaccessible to students

7. Expectations of Parents and Carers

- Ensure your child brings their pouch to school each day
- Reinforce the message that phones must not be used during the school day
- Accept that any damage to a pouch will be chargeable
- Use the school reception as the point of contact in emergencies – students are not contactable during the day

8. Breaches of Policy – Sanctions

Breach Type	Sanction
Phone not placed in pouch	Phone confiscated + Internal Isolation
Attempting to cheat system (e.g. 2nd phone, unlock tools)	2 nd phone confiscated + Internal Isolation
Vandalism or damage to pouch	Internal Isolation + parental charge + After School Detention
Persistent non-compliance	Escalating sanctions including potential suspension

9. Emergencies

In an emergency, parents must contact school reception. If a student requires urgent contact with home, staff will facilitate this through appropriate channels.

10. Exceptions

Any required exceptions (e.g. for medical or SEN reasons) must be agreed in writing with the SENCO and Headteacher. These will be rare and handled discreetly. They will utilise an alternative phone pouch system and follow an agreed medical plan.

11. Monitoring and Review

This policy will be monitored by the Senior Leadership Team and reviewed annually or in response to updated DfE guidance.