



Unsworth Academy

Mobile Device & Secure Pouch Policy

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1. Policy Statement

Unsworth Academy is committed to providing a calm, safe and disruption free environment in which all students can learn and thrive. Research and experience demonstrate that unrestricted access to mobile phones and smart technology can negatively impact learning, wellbeing, attendance, behaviour and safeguarding. Therefore, to support positive learning habits and ensure a focused school environment, all students are required to secure their mobile phones and smart technology in an approved school issued secure pouch for the duration of the school day.

This policy applies to all students in Years 7 to 11 and forms part of the Academy's wider Behaviour, Safeguarding and Online Safety policies.

2. Aims

The Academy aims to:

The purpose of this policy is to create a calm, safe and focused learning environment by removing the distractions associated with mobile phones and other smart devices during the school day. By restricting access to these devices, Unsworth Academy aims to improve students' engagement, behaviour and wellbeing, while reducing incidents of cyberbullying, social media misuse and inappropriate use of technology. The policy also strengthens safeguarding arrangements and supports students in developing healthy, responsible relationships with technology. Ultimately, it reflects Unsworth Academy's commitment to promoting a positive school culture where all students can learn and thrive.

3. Scope

This policy applies to:

- Mobile phones of any type
- Smart watches
- Smart glasses
- Earbuds and similar communication-enabled devices
- Any other smart technology capable of communication, internet access, recording or messaging.

The policy applies throughout the school day, including:

- Before school once students enter the site
- Form time and lessons
- Unstructured time: break, lunchtime and movement around the site
- School visits during the school day, unless specific arrangements are communicated in advance.

4. Secure Pouch System

Each student will be issued with a school approved secure phone pouch.

The pouch remains in the student's possession throughout the day but cannot be opened until authorised unlocking takes place.

Students bringing a mobile phone or smart device onto the school site must:

1. Place the device into the pouch on arrival to school.
2. Ensure the pouch is securely locked.
3. Keep the pouch in their bags throughout the day.
4. Leave the pouch sealed until authorised unlocking at the end of the school day.

The Academy reserves the right to carry out checks where there is reasonable suspicion that a student has not followed the policy.

5. Student Responsibilities

Students must:

- Bring their secure pouch to school every day
- Place any mobile phone or smart technology in the pouch on arrival
- Keep the pouch safe and undamaged
- Follow staff instructions regarding the pouch system
- Present the pouch when requested by a member of staff
- Ensure that they do not use, display or access a mobile device during the school day

Students must not:

- Open the pouch during the school day without permission
- Carry a second device to avoid the policy
- Use magnets, unlocking tools or other methods to bypass the pouch system
- Damage, deface or tamper with the pouch
- Allow another student to interfere with their pouch.

6. Students Without a Device

Students who do not bring a phone or other smart technology to school will enter through their normal entrance and confirm this to staff when required. Staff may carry out checks where necessary to ensure compliance with the policy.

7. Forgotten Pouches

Students are expected to bring their pouch to school every day, in the same way that they are expected to bring other essential equipment.

Where a student forgets their pouch:

- A detention will be issued for lack of equipment
- The student's phone and/or smart device must be handed to a designated member of staff for secure storage until the end of the school day
- The device will be returned at the end of the school day.

8. Lost or Damaged Pouches

Students will be issued with one pouch free of charge.

Where a pouch is lost, damaged through misuse or becomes unusable:

- Parents and carers may be required to purchase a replacement pouch at the cost of £8
- Deliberate damage or defacing will be sanctioned with an internal exclusion
- The Academy will determine whether damage is accidental or deliberate.

9. Unlocking Procedures

At the end of the school day students will unlock their pouches using designated unlocking stations located at school exits.

Additional unlocking devices may be operated by authorised staff.

Students who leave school during the day must use the unlocking station available through Main Reception.

Reception will also provide support for students who accidentally leave school with a locked pouch.

10. Contact Between Home and School

Students are not permitted to use mobile phones to contact home during the school day.

Parents and carers who need to contact their child must do so through Main Reception.

Where a student needs to contact home urgently, appropriate arrangements will be made through school staff.

11. Medical and SEND Exceptions

The Academy recognises that a small number of students may require access to a device for medical or specific educational needs.

Any exception must:

- Be supported by appropriate evidence
- Be agreed in writing by the SENDCo and either the Headteacher or Deputy Headteacher
- Be recorded and reviewed regularly

Such arrangements will be rare and managed sensitively and discreetly. Pupils will be issued an adapted pouch that enables access when necessary.

12. Educational Visits and Extra-Curricular Activities

For visits taking place during the school day, the expectation will normally be that devices remain secured in pouches.

For residential visits, evening activities, fixtures or events outside the normal school day, specific expectations regarding mobile phone use will be communicated in advance. Access to mobile devices whilst on an educational visit will be decided on an individual and contextual basis.

The Academy reserves the right to require devices to remain secured at designated times.

13. Breaches of the Policy

Failure to comply with this policy will be treated seriously.

The Academy may apply the following sanctions:

<u>Breach</u>	<u>Sanction</u>
Forgotten pouch	Detention at the end of the following school day
Phone or device not secured in pouch	Suspension and confiscation until collection by a parent or carer
Use of an unpouched device during the school day	Suspension and confiscation until collection by a parent or carer
Attempting to bypass or unlock a pouch	Suspension
Possessing a second concealed device	Suspension
Damaging or defacing a pouch	Internal suspension and possible replacement charge
Repeated non-compliance	Escalating sanctions, including longer suspensions where appropriate

Sanctions will be implemented in accordance with the Academy Behaviour Policy and may be reviewed as the system becomes embedded.

14. Monitoring and Review

The Senior Leadership Team will monitor the implementation and effectiveness of this policy through:

- Behaviour and safeguarding data
- Student, staff and parent feedback
- Compliance checks
- Review of any incidents relating to mobile phone misuse

This policy will be reviewed annually or sooner if required by changes to guidance, legislation or Academy practice.

Related Policies

- Behaviour Policy
- Safeguarding and Child Protection Policy
- Online Safety Policy
- Anti-Bullying Policy
- SEND Policy



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**Pupil &
people
centred**

**Act with
integrity**

**Be
innovative**

**Be best
in class**

**Be
accountable**