



Mobile Phone Policy

Presented to Governors - February 2025

Date approved:	February 2025
Date reviewed:	February 2025
Date of next review:	February 2026

1.0 RATIONALE

Mobile phones are part of modern society. We understand that pupils will carry a mobile phone to contact parents/carers before and after school for safety reasons such as if a parent is not at home, a child has to use public transport or if the parents have shared custody. However, if not managed correctly, mobile phones can lead to several problems in school, such as bullying, disruption to learning, and inappropriate web usage. As a result, using mobile phones during school hours (0730 - 1730) is completely forbidden, and pupils found using their mobile phones during school hours will be dealt with in accordance with this policy and the behaviour policy.

As per the *Leave School Alone and Collection* policy, only children in Years 5 and 6 are allowed to leave the school site by themselves, so these are the only children who would need to carry a mobile phone for safety reasons.

Year groups Reception to Year 4 are collected by a parent/carer, so there are no circumstances when a child in these year groups will be allowed to bring a mobile phone to the school site. (unless there is an authorised medical reason)

2.0 PURPOSE

2.1 To clarify the school's position on mobile phones.

2.2 To ensure that staff, pupils and parents/carers fully understand the policy and understand the reasons for the policy.

2.3 To support our behaviour management policy, which aims for outstanding behaviour and safety of pupils across the school.

2.4 To ensure that pupil welfare and safeguarding incidents associated with mobile phones are minimised.

3.0 PROCEDURE FOR PUPIL MOBILE PHONES

3.1 Mobile phones are allowed on site (this is defined as 'inside the school gates between 0730 - 1730) but must remain switched off during this time. All phones must be taken to the main school office where they will be locked away until the end of the school day. For any child who is bringing a mobile phone to school, a permission form

will need to be completed by the parent. This permission will then be added to the child's profile on our MIS system, and a flag will be added to highlight the permission.

The only reason a child in Years 5 and 6 should have a mobile phone on the school site is to enable them to leave the school site safely. Therefore, if permission from a parent is received and the child does not have permission to leave the school site alone, the request will be denied.

3.2 Any pupils seen with a mobile phone during school hours without permission will have their phone confiscated.

3.2.1 Confiscated phones will be taken to the main office and locked away. Parents will be contacted to make them aware that their child's phone has been confiscated and the reason why. The phone will **NOT** be given back to the child. The parent will need to make arrangements for the phone to be collected from the main office.

The office team will then contact the pupil's class teacher to make them aware of the end-of-day arrangements. This will usually be that the child will not be walking home alone as both they and the confiscated phone, and the child will be picked up from the main office as detailed above.

When the parent/carer collects their child, and their child's mobile phone, they will be reminded of this policy.

Should the child's phone be confiscated for a second time, the parent/carer will be asked to attend a meeting with a member of the Senior Leadership Team.

Sanctions will be given to children who do not follow this policy in accordance with the school's behaviour policy.

3.2.2 Under the DFE guidance the law protects staff at Fulbridge Academy from liability in any proceedings brought against them for any loss or damage to items they have confiscated as a sanction, providing they have acted lawfully. This link takes you through to the DFE guidance for the use of mobile phones in schools.

[DFE guidance for the use of Mobile phones in schools.](#)

4.0 PARENT/CARERS

4.1 Parent/carers have an important role in supporting the school's policy on prohibiting the use of mobile phones and should be encouraged to reinforce and discuss the policy at home as appropriate, including the risks associated with mobile phone use and the benefits of a mobile phone-free environment. Where parents need

to contact their child during the school day, they should be directed to the school office or email Office @fulbridgeacademy.co.uk Where parents have questions or concerns, staff should address these promptly and communicate the reasons for prohibiting the use of mobile phones.

5.0 STAFF

5.1 All staff should consistently enforce the school's policy on the use of mobile phones. Staff should not use their own mobile phone for personal reasons in front of pupils during the school day. This will empower staff to better challenge pupils to meet the school expectations and effectively enforce the prohibition of mobile phones throughout the school day. The school recognises that staff use a mobile device as part of their work, such as accessing emails, calendars and documents.

6.0 PUPILS

6.1 All pupils should be clear on the school's policy on prohibiting the use of mobile phones and should be reminded of the policy, and the consequences for not following it, at the start of each school year and again, where appropriate, at regular intervals, such as in assemblies. Pupils should be taught the risks that are associated with the use of mobile phones, both in school and more broadly, to ensure they understand the decision being taken by their school to prohibit the use of mobile phones throughout the school day. These risks can include a loss of focus in lessons, classroom disruption and an increase in bullying. Pupils should also be taught the benefits of having a mobile phone-free environment and be encouraged to see such an environment as desirable and valuable.

REVIEW

The Governors will review this policy in line with the procedure for policy review. The date for review will be every 3 years unless there is another reason to update the policy.

Although all due care and attention are taken with your child's phone Fulbridge Academy accepts no responsibility for loss or damage (accidental or otherwise) to any mobile phone brought to school.