

Pupil Use of Mobile Phones Policy

Nominated Member of Leadership Staff Responsible for the policy:

Headteacher

Nominated Member of Governing Body Responsible for the policy:

Premises, Safeguarding and Mental Health Committee

Date written:

March 2026

Date agreed and ratified by Governing Body:

March 2026

Date of next review:

March 2027

**This policy will be reviewed every year,
and following any concerns and / or
updates to National and Local guidance or procedures**

Pupil Use of Mobile Phones Policy

AIMS

At Porter Croft we recognise that mobile phones and similar devices, including smartphones, are an important part of everyday life for our pupils, parents/carers and staff, as well as the wider school community.

This policy aims to:

- Ensure the safety and well-being of all pupils
- Minimise disruption to learning
- Promote responsible use of technology

Relevant guidance

This policy meets the requirements of the Department for Education's non-statutory [mobile phone guidance](#) and [behaviour guidance](#). Further guidance that should be considered alongside this policy is [Keeping Children Safe in Education](#).

General Principles

- **Mobile phones are not needed during the school day in a primary setting.**
- **The school recognises that some pupils may carry phones for safety reasons (e.g. travel to/from school).**
- **Phones must not interfere with teaching, learning, or safeguarding.**

Bringing Mobile Phones to School

- Pupils are discouraged from bringing mobile phones to school.
- If a phone is brought in, it must be:
 - Switched off (not silent or vibrate)
 - Handed in to the school office at the start of the day
 - Collected at the end of the day

Use During the School Day

- Pupils are not permitted to use mobile phones on school premises at any time.
- This includes:
 - Lessons
 - Break and lunch times
 - Toilets and changing areas (strictly prohibited for safeguarding reasons)

Communication with Parents/Carers

- If a pupil needs to contact home, they must:
 - Speak to a member of staff
 - Use the school phone
- Parents should contact the school office in emergencies rather than calling pupils directly.

Safeguarding and Misuse

The following are strictly prohibited:

- Taking photos or videos on school premises
- Accessing inappropriate content

- Using phones for bullying, harassment, or social media during school hours
- Any misuse will be treated as a serious safeguarding concern.

Loss, Theft, or Damage

- The school accepts no responsibility for lost, stolen, or damaged phones.
- Phones are brought to school at the owner's risk.

Sanctions

If a pupil breaches this policy:

- The phone will be confiscated
- Returned to a parent/carer (not the pupil)
- Further action may be taken in line with the school's behaviour policy

Repeated breaches may result in:

- A ban on bringing phones to school

Smart Devices

- This policy also applies to:
 - Smartwatches with communication or camera functions
 - Tablets or similar personal devices
- These must follow the same rules as mobile phones.

Equalities and Exceptions

- Exceptions may be made for:
 - Medical needs
 - Special educational needs or disabilities (SEND)
- These must be agreed with the Headteacher and documented.

Monitoring and Review

- This policy will be reviewed annually
- Updates will reflect safeguarding guidance and national recommendations