



# Mobile Phone Policy for Pupils

Responsible Staff	GG
Governors Committee Responsible	Full Governing Board
Date Approved	October 2024
Last Review Date	October 2025
Next Review Date	Annually

## Mobile Phone Policy for Pupils

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### 1. Use of Mobile Phones by Pupils

Mobile phones are **not** allowed in school.

At Exhall Grange School, we want to work with parents/carers to implement the 'no mobile phone policy' and ensure their children are safe and free from the distractions that mobile phones can bring.

**On entry to the school site, pupils must switch off their mobile phone and ensure that their mobile phone and any attachments i.e headphones are kept out of sight during the school day in their school bag.** This includes during movement time, breaktime and lunchtimes or at after school clubs.

We understand that many parents/carers wish their child to have a mobile phone in their possession whilst travelling to and from school. This is acceptable. On entry to the school site, mobile phones must be switched off and kept out of sight during the school day in their school bag.

There are some pupils who need their mobile phones for medical reasons. This is a necessity. The mobile phone must only be used to monitor the medical condition and the stipulations for mobile phone use apply otherwise.

We appreciate that on occasion it is necessary for pupils to contact parents/carers within the school day. This facility will be offered in 'The Zone' which is a room where a school phone can be used under supervision. Some pupils like to listen to music or play on games at breaktimes or lunchtime. This facility will be offered in 'The Zone' on school devices that pupils can use under supervision.

**All parents/carers need to agree and sign the confirmation that they have read, understood and agree to the Mobile Phone Policy for Pupils (Appendix 1).**

### 2. Policy Aims

Outside of our school environment, we recognise that mobile phones are a part of everyday life for our pupils, parents/carers and staff, and visitors as well as the wider school community.

Within school our policy aims to:

- Promote, and set an example for, safe and responsible phone use
- Set clear guidelines for the use of mobile phones for pupils, parents/carers, staff and visitors
- Support the school's other policies, especially those related to safeguarding and behaviour

This policy also aims to address some of the challenges posed by mobile phones in school, such as:

- Risks to safeguarding/child protection
- Data protection issues

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- Potential for lesson disruption
- Risk of theft, loss or damage
- Appropriate use of technology in the classroom

### 3. Breaches

Any form of misuse of a mobile phone will be dealt with in line with the Safeguarding Policy, Acceptable Use Policy and the Behaviour Policy. 'Misuse' will be at the discretion of the Headteacher. The DFE guidance allows staff to search a pupil's mobile phone if they have reason to believe the phone contains inappropriate content or images, or is being used to commit an offence or cause personal injury.

'Misuse' may include, but is not limited to:

- using the mobile phone in school hours;
- refusing to switch a mobile phone off or hand over the mobile phone when requested to;
- using the camera function for any purpose on transport or in school;
- sending inappropriate messages or posts
- bullying, harassing, humiliating or intimidating staff or pupils by text, email or multimedia messaging.

Outside of school hours, if misuse occurs, parents/carers are advised to contact the police.

In school, any misuse of the mobile phone will be dealt with proportionately and will lead to the phone being confiscated and parents/carers will need to collect the mobile phone in person.

### 4. Loss, Theft or Damage

The school accepts no responsibility for mobile phones that are lost, damaged or stolen on school premises or transport, during school visits or trips, or while pupils are travelling to and from school.

'Confiscated' phones will be stored in the school safe.

Lost phones should be returned to the school office. The school will then attempt to contact the owner.

### 5. Monitoring and Review

The school is committed to ensuring that this policy has a positive impact of pupils' education, behaviour and welfare. When reviewing the policy, the school will take into account:

- Feedback from parents/carers and pupils
- Feedback from staff
- Records of behaviour and safeguarding incidents

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- Relevant advice from the Department for Education, the Local Authority or other relevant organisations
- Governors approval of the policy

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**APPENDIX 1**

Name of Parent/Carer:

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Name of Pupil:

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I/we agree that I/we have read, understood and agree to the Mobile Phone Policy for Pupils.

Signed:

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Date:

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