

Grimsargh St Michael's C of E Primary School



Mobile Phone Policy

Let your light shine before people so that they may see your good works and glorify your Father in heaven (Matthew 5: v.16)

Inspiring, believing and achieving in our loving Christian community

Aims and Rationale

At Grimsargh St Michael's Church of England Primary School, we are committed to maintaining a calm, orderly and purposeful learning environment, underpinned by high expectations of behaviour and conduct.

This policy reflects Department for Education (DfE) guidance, which states that schools should be mobile phone-free environments by default, with use prohibited throughout the school day.

The aims of this policy are to:

- Ensure learning time is maximised and protected from distraction
- Promote high standards of behaviour and attitudes
- Safeguard pupils from risks associated with mobile technology
- Support pupils' personal development and wellbeing

Scope

This policy applies to:

- All pupils
- All mobile phones and smart devices (including smartwatches and devices capable of communication, recording or internet access)

Key Principle

We are a mobile phone-free school by default. This means that pupils do not have access to mobile phones at any point during the school day, including between lessons, breaktimes and lunchtimes.

Smart Watches and Mobile Phones

Smart watches- defined as any watch capable of communicating with individuals outside of school, even where such functions can be disabled- are prohibited. Watches that solely tell the time are permitted.

We recognise that a small number of pupils may require a mobile phone for travel or safeguarding purposes. In such cases, the following procedures apply:

Permission

Parents/carers must submit a written request to the Headteacher outlining the reasons their child requires a mobile phone in school. Permission will be granted at the discretion of the Headteacher and must be confirmed in writing before the device is brought onto the school site.

Liability

Mobile phones are brought into school at the owner's risk. The school accepts no responsibility for loss, theft, or damage.

Arrival Procedures

Phones must be switched off before entering the school site and handed in immediately upon arrival at the main school office via the main entrance, where they will be stored securely.

End of Day Collection

Phones must be collected from the main school office via the main entrance at the end of the school day.

After-School Clubs

Pupils attending after-school clubs must collect it from the main office via the main entrance once the club has finished.

School Sports Teams

Pupils representing the school in after-school sports fixtures must collect their phone from the main office at the end of the school day and hand it to the member of staff leading the team.

Non-Compliance

Failure to follow this policy will result in the following consequences:

- Any mobile phone or prohibited smart watch seen, heard, or used on the school site will be confiscated immediately.
- Confiscated devices will be securely stored in the school office.
- The device will only be returned to a parent/carers, who will be required to collect it from the school at a mutually agreed time.
- Repeated breaches of this policy may result in further sanctions, in line with the school's behaviour policy.
- Pupils who bring a mobile phone onto the school site without prior written permission from the Headteacher will have the device confiscated and may be subject to further sanctions.

Searching and Confiscation

Staff have the authority to confiscate devices where rules are broken.

Where there is reasonable suspicion of harm or misuse:

- Authorised staff may search or examine a device.
- Action will follow DfE guidance on searching and confiscation.
- Parents/ carers will be immediately informed.
- Appropriate and proportionate sanctions will be applied in line with the school's Behaviour Policy.

Safeguarding and Wellbeing

This policy reduces risks linked to:

- Cyberbullying.

- Exposure to inappropriate content.
- Unauthorised recording.

It supports:

- Safeguarding culture.
- Online safety education.
- Positive mental health.

Roles and Responsibilities

Staff

- Enforce the policy consistently.
- Model appropriate behaviour by only using mobile phones outside of teaching time- before and after school, and during break and lunch times- and never when pupils are present.
- Use smart watches responsibly, ensuring that all communication functions with individuals outside of school are disabled during the school day.
- Promote understanding by supporting pupils to follow the policy and reinforcing expectations in a calm and consistent manner.

Senior Leaders

- Monitor implementation.
- Ensure consistency across the school.

Governors

- Provide oversight and challenge
- Ensure compliance with statutory guidance

Role of Parents/Carers

Parents/carers are expected to:

- Support and follow our school's Mobile Phone Policy.
- Reinforce expectations at home.
- Request permission from the Headteacher prior to allowing their child to bring a mobile phone to school.

Communication and Implementation

This policy will be:

- Clearly communicated to pupils, staff and parents.
- Published on the school website.
- Referenced within behaviour systems and routines.

Linked Policies

- Behaviour Policy.
- Safeguarding and Child Protection Policy.
- Online Safety Policy.
- Searching, Screening and Confiscation Policy.

Signed: **Mr Stuart Booth**

Date: **September 2026**

Review Date: **July 2027**

Agreed by the Full Governing Body: **Monday 13th July 2026**