



Upper Prep Pupil Use of Mobile Phones' Policy

Pupils are allowed to bring a mobile to school in certain circumstances. For instance:

- Travelling to school by themselves
- Young carers who need to be contactable

Pupils

Pupils bring phones to school at their own risk and must agree to the following:

- to hand the phone into the school office during school hours and collect it at the end of the day
- if the pupil attends an after school session, after collecting it from the office, they must hand it in to the adult in charge of the after school session
- if the pupil attends a sport fixture and will not return to the school at the end of the day, they may take their phone with them but must hand it into an adult at the fixture
- to turn the phone off fully when it is handed in
- to password protect the phone
- not to use the phone during the school day

Reasonable adjustments may be made for pupils with SEND, medical needs, or other specific circumstances, in line with the Equality Act 2010.

Parents and Carers

Parents and carers need to be aware that whilst there are obvious benefits to pupils having a mobile phone in terms of personal safety there are also some associated risks such as potential for theft, bullying and inappropriate contact, including grooming by unsuitable persons.

We would also like to alert parents and carers to the risks that using a mobile phone has while walking to and from school. Children who are concentrating on using their phone can have reduced general safety awareness which may result in road accidents and/or injury if a child is not paying attention to their surroundings.

Mobile phones deposited in the office by children will be kept safely in a locked cupboard. Whilst the school will take every reasonable care, it accepts no responsibility whatsoever for theft, loss, damage or any health-related issues linked to mobile phone use.

Children are not allowed to bring mobile phones into areas of the school other than the office. Any mobile phones discovered to have been brought into the school and not handed in to the office will be confiscated immediately. Mobile phones must not be used at any time during the school day, including break and lunchtime, unless authorised by staff for a specific reason. Parents or carers will be asked to collect the mobile

phone from the school office. Children are not allowed to carry mobile phones on school trips or residential unless the headteacher authorises an exception (for example, for safeguarding purposes on a residential). If a member of the staff has any suspicion that a mobile phone brought into school by a pupil has unsuitable material stored on it, the pupil will be required to hand over the phone immediately to a member of staff and parents or carers will be asked to collect it from a member of the senior leadership team. In circumstances where there is a suspicion that the material on the mobile phone may provide evidence relating to a criminal offence the phone will be handed over to the school's Designated Safeguarding Leader (DSL) in line with school safeguarding procedures for further investigation and the parent or carer asked to collect it from them. Any search of a phone will follow the DfE guidance on searching, screening and confiscation, ensuring pupil rights are respected and safeguarding procedures followed.

Staff are expected to model appropriate phone use and will not use personal devices in front of pupils unless required for teaching or safeguarding purposes.

Agreement

Please complete [this parental permission form](#)

Revised September 25

Mr David Brown

Headteacher