



Rationale

Whittington CE Primary School has decided to implement a Mobile Phone Policy as we are aware there are an increasing number of children bringing phones in to school and we want to ensure no one is using them, without permission, to access the internet and take photos of themselves and others.

Safeguarding pupils from potentially harmful and inappropriate material, and protecting their privacy is a priority at school. Mobile phones are not covered by the school's rigorous filtering and monitoring software. Therefore, school have decided that mobile phones **should not be brought in to school.**

However, in some exceptional circumstances, **parents of year 6 pupils**, may wish their child to have a mobile phone. In this case, we will allow phones in school subject to a parent requesting permission from school. Once permission is granted a child will be allowed to bring a phone to school but has to follow the rules outlined in the Mobile Phone Acceptable Use agreement.

If phones are discovered in school without the relevant permissions in place or the rules are not being followed the phone will be stored in the school office and parents will be informed and asked to come and collect them. This may result in permission being withdrawn.

Whittington C.E. Primary School

Mobile Phone Policy



To love, to learn, to flourish - together

School Vision

Jesus said: "I chose you and appointed you to bear much fruit, fruit that will last." John 15:16

We are inspired by Jesus to learn with joy and flourish in love, faith and wisdom. Together, we live and grow well, valuing and respecting our differences and sharing our God given gifts. We aspire to be courageous and responsible, caring for our world and one another today - for a better tomorrow.

September 2025

This policy outlines the appropriate use of mobile phones on our school site.

Rationale

The Staff and Governors of Whittington CE Primary School recognise that pupils and their families own a mobile phone. We recognise, in exceptional circumstances, that parents may wish their child to have a mobile phone. However, for all children to be able to succeed in lessons, teaching and learning needs to be conducted in an environment free from unnecessary distractions or disruptions.

The school strongly discourages the bringing of mobile phones to school by pupils and smart watches and other related technology are not allowed.

The school is prepared to allow mobile phones on the premises in exceptional circumstances but only within the parameters of the policy as stated below. For all children to be safe when using digital devices, whether at home or at school, please remember that mobiles phones provide easy access to the internet, which is full of engaging social, academic and leisure opportunities, but it is not a safe environment. Safeguarding pupils from potential harmful and inappropriate material has been a key priority in schools for many years, the Keeping Children Safe in Education 2025 document provided updated guidance and recommendations regarding online filtering and monitoring software.

We strongly recommend that you enable strict parental controls on your child's phone, and talk to your child about how to stay safe online. This website has good advice: <https://www.nspcc.org.uk/keeping-children-safe/online-safety>

Aims of the policy

- To inform all members of our school community about the appropriate use of mobile phones at our school.
- To outline the procedures and processes of this policy.

Staff

During teaching time, while on playground duty and during meetings, mobile phones will be switched off or put on 'silent' or 'discreet' mode during teaching time and kept in locked desk drawers or cupboards. Except in urgent or exceptional situations, mobile phone use is not permitted during teaching time, while on playground duty and during meetings. Calls can be taken by the school office, who will alert you immediately in the case of a family emergency. Staff would normally discuss any urgent issues with senior staff who will review arrangements. Staff should not use personal devices for photography in school.

Pupils

Mobile phones should not be brought to school. Mobile phones may only be brought into school by pupils in Years 5 and 6 in exceptional circumstances, and a written request is required prior to this from their parents and carers detailing the exceptional circumstances. (See Appendix 1 for the permission request form).

If pupils, in exceptional circumstances and permission has been granted by the school, bring a mobile phone onto the school grounds during the school day, the phone should be handed in at the office, the phone should be labelled with the child's name on it or placed in a clear plastic bag with their name on it and turned off. The phone can be collected from the office at the end of the school day. The phone is brought to school at the owner's risk and school will accept no responsibility for replacing lost, stolen or damaged phones. Pupils will not be allowed to use mobile phones on school site at any time. Pupils must sign, agree and follow the rules outlined in the Mobile Phone Acceptable Use Agreement (Appendix 2).

Parents

Due to data protection guidelines and safeguarding procedures, parents and visitors are not permitted to take any photos, videos or images within school without the permission of school. This includes taking images of staff members without their consent. At sporting events or other special events such as Christmas plays and concerts, parents are reminded not to take photos or videos of any child other than their own and not to share photos with others or on any social media platform. Failure to follow these guidelines may result in parents being asked to turn off their devices while on school premises.

Sanctions

For pupils who fail to follow these guidelines, the following sanctions will be applied:

1. Immediate confiscation of the mobile phone (handed back to parent at the end of the day or the following morning).
2. In cases where a pupil fails to follow these guidelines permission will be withdrawn immediately and they will no longer be able to bring a mobile phone onto the school grounds.

Inappropriate Use

Generally, a mobile phone will be used inappropriately if it:

- disrupts or is likely to disrupt the learning environment or interfere with the operation of the school
- threatens or is likely to threaten the safety or well-being of any person;
- is in breach of any law.
- access inappropriate materials not suitable for a school environment
- Takes images / videos of others without their consent

Inappropriate use of mobile phones will include pupils;

- Turning their phone on whilst on the school grounds
- Not handing in their phone or declaring they have it on their person
- making calls
- sending/receiving SMS or text messages
- using or uploading messages/images/videos to social media
- taking photos or video
- accessing the internet
- using technology to:
 1. bully, intimidate or otherwise harass other people
 2. harass their peers in relation to the protected characteristics
 3. share indecent images consensually and non-consensually (often via large chat groups)
 4. view and share other harmful or inappropriate content.

This type of misuse will be dealt with under the Behaviour Policy and Safeguarding Policy. It should be noted that it is a criminal offence to use a mobile phone to menace, harass or offend another person. The school may consider it appropriate to involve the police, if a criminal offence has occurred.

Related Technology

The procedures apply to the inappropriate use and security of mobile phones. Please note, the following cannot be brought into school on any occasion: portable computer games, iPads, tablets, smart watches and similar devices.

Exemptions

Exemptions of this policy can only be approved by the Head Teacher and then only in exceptional circumstances.

Appendix 1: Permission form allowing a pupil to bring their phone to school.

Appendix 2: Form signed by pupil

Headteacher’s signature:**Date:**.....

Chair of Governor’s signature:**Date:**.....

Policy written: January 2025

Review Date: September 2025

Appendix 1

Permission form allowing a pupil to bring their phone to school.

Family Details	
Pupil Name	
Class	
Parent/Carer's name	

I am requesting permission for my child, named above, to bring their mobile phone to school, for the following reason:

(Please tick in the relevant box below)

☐ Travels to and from school alone

☐ Other, please specify

.....

.....

.....

Pupils who bring a mobile phone to school must abide by Whittington CE Primary School's Mobile Phone Policy and follow the Mobile Phone Acceptable Use Agreement (Appendix 2).

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

The school reserves the right to revoke permission if pupils do not abide by the policy.

Parent Signature:Date:.....

This part needs to be completed by a member of staff

Having considered your request carefully, I have decided that the mobile phone:

☐ Can be brought into school and left in School Office.

☐ May not be brought into school.

Signed: Date:

Appendix 2

Mobile Phone Acceptable Use Agreement for Pupils

You must follow the rules below if you have permission to bring your mobile phone to school:

1. Your phone should be left in the office as soon as you arrive at school.
2. If you forget to hand in your phone you must return your phone to office as soon as you realise your error. Failure to hand in your phone may result in permission being withdrawn and you being no longer able to bring a phone to school.
3. You may not use your phone, for any reason, while you are on school premises.
4. Your phone must be turned off at all times while on school premises.
5. Your phone can be collected from the office at the end of the school day - you should not return to the building after collecting your phone.

Pupil Signature: **Date:**