



Mobile Phone Policy

Applicable to:	All pupils and parents in our academies
Version	V1
Approved by:	S&P Committee
Approval Frequency:	Every two years (or more often if needed in line with government guidance)
Date Approved:	29/4/26

Inclusion – Improving education for everyone.

Integrity – We are consistently open, honest, ethical, and genuine.

Initiative – We have the courage to always seek a better way to a better future.

Inspiration – We use our drive and commitment to energise, engage and inspire.

Involvement – We encourage our community to take ownership and responsibility.

Pupil Mobile Phone Policy

This policy outlines the acceptable use of mobile phones by pupils at Kingsley Primary in the context of safeguarding.

Kingsley Primary school discourages pupils from bringing mobile phones to school. However, we do understand that pupils in Year 5 and 6 may need to bring a mobile phone to school.

If parents wish their child to bring a phone to school, it is on the understanding that they adhere to the following:

- Parents must complete the Mobile Phone Agreement (see Appendix 1).
- All pupils and parents must sign the Mobile Phone Agreement
- Mobile phones must be switched off at all times during the school day and must remain off once the child is on school premises with the exception of medical use, which will be subject to prior agreement with the Headteacher.
- It is not permitted to film or take photographs of anyone on the school grounds, this includes in the playground before school starts and after school ends.
- All mobile phones will be named/made distinguishable and handed into the school office at the beginning of the school day and collected at the end of the school day.
- The school will not be held responsible for the security of a mobile phone brought into school.

Spot checks

A staff member may request to look in a pupil's bag if they have reason to believe a mobile phone is in there which has not been handed in.

Sanctions

Bringing a mobile phone to school is a privilege which can be revoked at any time if pupils do not follow procedures outlined in this policy.

Pupils found bringing a mobile phone into school without written permission will have their device confiscated and it will be returned to the pupil after a discussion with parents.

After School Clubs

Mobile phones must remain off during after school clubs and secured in the pupil's bag.

School trips

Mobile phones must not be used on a school trip. If the trip extends beyond the end of the school day pupils will be advised of any changes to the usual arrangements. The school will contact parents if there is a delay in returning to school after a trip.

Responsibility

The school accepts no responsibility for replacing property that is lost, stolen or damaged either at school or travelling to and from school. Parents are encouraged to make arrangements to include mobile phones on household insurance or other appropriate cover.

Smart watches

Smart watches should not be worn to school. If a pupil has a smart watch this must be handed in at the start of the school day in the same way as a mobile phone.

Consent

The school reserves the right to withdraw this consent should a pupil be found to be using their mobile phone inappropriately.

Appendix 1

Mobile phone Agreement

Children are not encouraged to bring mobile phones into school. However, an exception may be made for children in Years 5 and 6 who have a valid reason to bring a mobile phone to school.

If you feel your child has a valid reason to bring their mobile phone to school, please complete the following:

Name of child	
Class	
Make/Model of phone	
Reason for bringing to school	

Children bringing mobile phones to school must ensure:

- Phones are clearly marked with the child's full name (written on a piece of paper inside the case is fine).
- Phones are switched off whilst on the school grounds (not on silent).
- Phones are given to the school office each day – these will then be stored in a secure place and can be collected at the end of the school day.
- Phones are not to be used for any purpose including phoning, texting, photography or surfing the internet whilst on school premises, **this includes before and after school in the playground.**

If a pupil breaches these rules the phone will be confiscated. It will be returned to the pupil after a discussion with parents.

Mobile phones must not be used in **or out of school*** in an inappropriate manner that involves any member of our school community. This could include:

- Sharing inappropriate content with other children
- Showing inappropriate content to other children
- Forwarding or authoring offensive or slanderous messages.

****NB: Schools now have a legal duty to act upon behaviour taking place out of school that impacts on another child or a member of our staff.***

Emergencies

If a child needs to contact his/her parents/carers during school time, a member of staff will make the call from a school phone.

If parents need to contact their child urgently, they should phone the school office and a message will be relayed promptly.

Responsibility for mobile phones

The school accepts no responsibility for theft, loss, damage or health effects relating to mobile phones. Any phone brought to school is the responsibility of the child and their parent/carer.

Exemptions

The school understands that, on very rare occasions and in relation to a medical need, a mobile phone may need to be accessed during the school day by the pupil. This should be discussed with the Headteacher and prior agreement should be provided.

Parents/Carers

I have read and understood this agreement and the school’s policies on mobile phones.

Name:

_____ Signature _____ Date _____

Pupil

I have read and understood this agreement and the school’s policies on mobile phones.

Name:

_____ Signature _____ Date _____

Office use - Request approved

Yes	No	Date
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