

Mobile Phone and Smart Technology Policy

2026 2027

Nothing is beyond our reach!

Approved by	Governing Board
Policy Lead	Headteacher
Date approved	Autumn 2026
Review date	Autumn 2027

Vision Statement

Nothing is beyond our reach!
Care and challenge engage and motivate us!
Praise reassures and supports us!
Successes are celebrated and built on!

At Norton Community Primary School we are committed to providing a caring, safe, inclusive and respectful environment where every child feels valued and able to achieve their full potential.

Purpose

This policy reflects the Department for Education's statutory guidance on mobile phones in schools and should be read alongside the school's:

- Behaviour Policy
- Child Protection and Safeguarding Policy
- Online Safety Policy
- Staff Code of Conduct
- Data Protection Policy

The school recognises that mobile phones and smart technology are an important part of everyday life. However, their use during the school day can undermine learning, wellbeing, concentration, social interaction and safeguarding.

For this reason, Norton Community Primary School operates as a mobile phone-free environment throughout the school day.

Mobile phones in school (including smart watches and smart glasses)

At Norton CP School, we recognise that mobile phones, including smart phones, are an important part of everyday life for our pupils, parents and staff alike.

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 and staff.
- Support the school's other policies, especially those related to child protection and behaviour.

This policy also aims to address some of the challenges posed by mobile phones in school, such as but not limited to:

- Risk to child protection.
- Data protection issues.
- Potential for lesson disruption.
- Risk of theft, loss or damage.
- Inappropriate use of technology in the classroom.
- Bullying and cyberbullying.

Norton CP School recognises that mobile phones have their benefits and play a notable role in socialising with friends and engaging with the world. However, mobile phones risk unnecessary distraction, disruption and diversion.

One in five children have experienced bullying online and are often targeted via their mobile phones or similar devices. Moreover, whilst mobile phones can be used for socialising, screen - time undeniably displaces and disrupts face to-face interactions and other activities that have a positive impact on wellbeing.

It is our duty as educators to provide a distraction free and supportive environment that is conducive to learning. Prohibiting the use of mobile phones enables us to do so and to focus on the educational and pastoral needs of all students.

Roles and responsibilities

All staff (including teachers, support staff and supply staff) are responsible for enforcing this policy. Volunteers, or anyone else otherwise engaged by the school, must alert a member of staff if they witness or are aware of a breach of this policy.

Ensuring the online safety of our school community is of paramount importance.

As such, this policy will be reviewed every year and updated when necessary.

Use of mobile phones by pupils

Norton CP School recognises that parents/guardians may wish for their children to have access to a mobile phone for communication purposes. Mobile phones can help with safeguarding and protecting children as it allows immediate contact and in some cases location identification. This is particularly important for children who travel to and from school by themselves,

especially during the darker winter months. Norton CP School supports this approach and has adopted the following policy in order to support parents/guardians whilst also ensuring a distraction free environment.

Pupils are therefore subject to the following mobile phone policy:

- Pupils are allowed to bring their mobile phones to school however they must be turned off and handed in upon arrival.
- Pupils are required to hand their mobile phones to Reception at the beginning of the school day.
- At the end of the day they can return to Reception and collect their phone.
- Pupils must not use their mobile phones or similar electronic devices, such as tablets or smart watches, anywhere in school throughout the school day.
- Pupils will not be permitted to use their mobile phones at any after school extra-curricular clubs.
- Any pupil who fails to hand in their phone or utilises a secondary mobile phone or similar device during the school day, will have their phone/device confiscated and returned at the end of the school day. Parents/guardians will be notified of the confiscation.

Use of mobile phones by pupils

Sanctions

Any pupil who breaches the policy will be subjected to sanctions.

Appropriate sanctions will be actioned for any pupil who breaches the rules or if inappropriate usage is suspected by staff. Under sections 91 and 94 of the Education and Inspections Act 2006 schools are permitted to confiscate phones from pupils.

Further action may be taken if a pupil repeatedly breaches the policy.

Certain types of conduct, bullying or harassment can be classed as criminal conduct. The school takes such conduct extremely seriously and will involve the police or other agencies as appropriate.

Such conduct includes, but is not limited to:

- Upskirting
- Sexting (consensual and non-consensual sharing of nude or semi-nude images or videos)
- Threats of violence or assault
- Abusive calls, emails, social media posts, or texts directed towards someone on the basis of their ethnicity, religious belief, sexual orientation or any protected characteristic as stated by the Equality Act 2010.

Exemptions

Norton CP School recognises that some pupils may require access to their mobile phones during the school day for medical reasons or carer responsibilities, among other reasons. These

exemptions will be dealt with on a case-by-case basis and approval is at the discretion of the Headteacher.

Use of mobile phones by parents, volunteers and visitors

Parents, visitors and volunteers (including governors and contractors) must adhere to this policy as it relates to staff if they are on the school site during the school day.

This entails:

- Not taking pictures or recordings of pupils on school grounds, unless it is of their own child.
- Not posting any images or recordings to social media without consent.

Parents, volunteers and visitors will be informed of the rules pertaining to mobile phone usage when they sign in at reception or attend an event at school.

Parents or volunteers supervising trips are also responsible for enforcing the school's policy regarding a pupil's use of their mobile phone during said school trips.

Parents/guardians must use the school office as the primary point of contact if they need to get in touch with their child during the school day. They must not try to contact their child on their child's personal device during the school day.

Loss, theft or damage

Pupils bringing their phones to school must ensure that their phones are appropriately and clearly labelled before handing them in to Reception.

Pupils must secure their phones as much as possible, using passwords and/or pin codes to protect access to the phone's functions.

Pupils bring their mobile phones and similar devices to school at their own risk. The school accepts no responsibility for mobile phones or similar devices that are lost, damaged or stolen on school premises or transport, during school visits/trips or while a pupil is travelling to and from school.

Confiscated phones will be stored securely in the school office and can be collected at the end of the day.

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