

Rise Park Primary School



Mobile Phone and Smart Device Policy 2026-27

Review date: September 2027

1. Policy Statement

Rise Park Primary School is committed to safeguarding and promoting the welfare of all pupils. **In line with Keeping Children Safe in Education (KCSIE) 2026 and in accordance with the Department for Education's Statutory Guidance Mobile Phones in Schools in England**, the school operates as a mobile phone-free environment by default. Pupils must not access or use mobile phones during the school day unless an authorised exception applies.

This policy supports:

- Safeguarding and child protection
- Positive behaviour and learning
- Online safety
- Protection from cyberbullying and misuse of technology
- The wellbeing of pupils and staff

Our priority is the safety and happiness of every child. We have a legal obligation to keep children safe from harm and ensure we exercise our duty of care to teach students how to keep themselves safe. Online safety, social media and the safe use of mobile phones will be addressed with students in Computing lessons, safeguarding assemblies and PSHE lessons.

2. Scope

This policy applies to:

- All pupils
- Staff
- Volunteers
- Visitors, including parents
- Contractors on school premises

The policy covers mobile phones, smartphones, smart watches with communication functions, and any device capable of photographing, recording, messaging, or accessing the internet.

3. Pupils

Bringing Mobile Phones to School:

Pupils are **not permitted** to bring mobile phones into school.

Where a pupil (only including those pupils in Years 5 and 6) may bring a phone for safety reasons related to travelling to and from school:

- **Parents/carers must notify the school with a written request for their child to bring a phone into school as an exceptional circumstance. Parents will need to fill in a mobile phone permission and agreement form. This request has to be agreed by the Headteacher.**

If this request is granted by the Headteacher:

- **The phone must be switched off before entering school**
- **The phone must be handed to the school office and stored in the designated secure location at the start of the day**

- **The phone must not be accessed until the pupil has left the school site at the end of the day**

Therefore, there is no permission for usage of mobile phones by pupils during a school day within school. If parents need to contact their child the method of contact is the school office.

4. Smart Watches

Smart watches capable of calling, messaging, internet access or recording audio or video will be treated as mobile phones under this policy.

Where permitted by the Headteacher, such devices must be placed in school mode or have communication functions disabled.

5. Exceptions

Exceptions other than for exceptional travelling circumstances may be authorised by the Headteacher where:

- A pupil has a documented medical need
- The device forms part of an EHCP provision or the child has a disability
- There is an identified safeguarding requirement
- Emergency arrangements have been agreed with parents and the school
- If the child is a young carer

6. Breaches of the Policy

Where a pupil breaches this policy:

First Incident

- Device confiscated and retained securely until collection by a parent/carers or end of day.

Repeated Incidents

- Parent/carers meeting
- Behaviour sanctions in line with the Behaviour Policy.
- Temporary or permanent withdrawal of permission to bring a phone to school

Serious misuse, including recording or sharing images of others, may be managed as a safeguarding concern and a referral will be made to a Designated Safeguarding Lead. Alternatively this could be dealt with under the Behaviour, Online Safety and Safeguarding Policies.

7. Staff Use of Mobile Phones

Staff must:

- Follow the Staff Code of Conduct.
- Use personal mobile phones only in designated staff areas and away from pupils
- Never use personal devices to photograph pupils
- Use school-approved devices and systems for school business

Staff mobile phone use must not compromise safeguarding responsibilities.

8. Visitors and Volunteers

Visitors and volunteers must:

- Keep mobile phones on silent and out of sight from children in all areas of school
- Not photograph or record pupils without school authorisation
- Comply with safeguarding procedures at all times

9. Lost, Stolen or Damaged Phones

The school accepts no responsibility for loss, theft or damage to personal devices brought onto the premises. Parents and carers do so at their own risk.

10. Monitoring and Review

This policy will be reviewed annually by the Governing Body and updated in line with:

- Keeping Children Safe in Education
- DfE Mobile Phones in Schools guidance
- Behaviour in Schools guidance
- Online Safety requirements

Policy Reviewed: September 2026

Next Review: September 2027

Mobile Phone Permission and Agreement Form

Pupil Information

Pupil name: _____

Year group: _____

Class: _____

Parent/carers name: _____

Permission to Bring a Mobile Phone

I confirm that my child has permission to bring a mobile phone to school under the school's Mobile Phone Policy.

Reason for bringing the phone:

- ☐ Independent travel to and/or from school – Years 5 or 6
- ☐ Individual exception agreed by the school

If an individual exception has been agreed, please provide any relevant details:

Parent/Carer Agreement

I confirm that I have read and understood the school's Mobile Phone Policy.

I understand and agree that:

- The school is a mobile-phone-free environment by default.
- In Years 5 and 6, the normal reason for bringing a mobile phone to school is **independent travel to and/or from school**.
- Permission to bring a mobile phone does not give my child permission to use or access it during the school day.
- My child's phone must be **switched off before entering the playground**.
- The phone must be placed in the school's designated secure storage on arrival.
- The phone must remain **inaccessible throughout the school day**.
- The phone must not be kept in a pocket, school bag, coat, desk, classroom or another location where it is accessible to my child.

- My child must not use the phone during lessons, assemblies, breaktimes, lunchtime, transitions, extracurricular activities or any other period during the school day.
- My child must not use the phone to make or receive calls or messages, access the internet or social media, play games, take photographs or videos, make recordings or use applications during the school day.
- If I need to contact my child during the school day, I will contact the **school office** rather than their personal mobile phone.
- I will ensure that my child understands and follows the school's expectations.
- I will ensure appropriate parental controls and safety settings are applied where appropriate.

Pupil Agreement

I understand that I am permitted to bring my mobile phone to school only for the reason agreed with the school.

I understand that my phone is **not available for me to use during the school day**.

I agree that I will:

- switch my phone off at the school office;
- place my phone in the school's designated secure storage as instructed;
- never access or use my phone during the school day;
- follow staff instructions regarding my phone;
- respect the privacy and dignity of pupils, staff and visitors;
- not photograph, film or record anyone on school premises without appropriate permission; and
- use my phone responsibly outside school and when travelling to and from school

Breaches of the Policy

I understand that if my child brings or accesses a mobile phone contrary to the school's policy, the school may respond in accordance with its Behaviour Policy.

This may include removal of the phone, secure storage, requiring a parent/carers to collect the phone, and/or further consequences for repeated or serious breaches.

The school may also review or withdraw permission for a pupil to bring a mobile phone where the conditions of the policy are repeatedly breached.

