

Mobile Phone Policy

Rationale

Mobile phones are part of modern society and the majority of pupils own a mobile phone. We understand that many pupils will carry a mobile phone in order to contact parents or carers before or after school.

However, mobile phones can lead to several problems in school, for example bullying, disruption to lessons and inappropriate internet usage (e.g. access to age inappropriate material).

As a school, we strongly encourage our pupils to talk to each other and develop friendship groups at break and lunchtime, as opposed to using their mobile phones.

Purpose of the Policy

- To ensure that staff, pupils and parents are fully conversant with the policy and understand the reasons for the policy.
- To support our behaviour management policy which aims for outstanding behaviour and safety of pupils across the school.
- To ensure that pupil welfare and safeguarding incidents associated with mobile phones are minimised.

Rules

For pupils in the Junior School (Reception to Year 6):

- Pupils in Years 5 and 6 are allowed to bring mobile phones into school. However, they must be collected by the class teacher at morning registration and returned at the end of the School day. These will be stored safely in the Junior School staffroom or be locked away.
- Any pupils in Late Stayers must ask for permission if they need to use their phone and must be supervised whilst doing so. Pupils are not permitted to use their phone whilst in school unless under the supervision of Junior School staff.
- In exceptional circumstances, and with permission from the Head of the Junior School, pupils in other groups may bring a phone into school but these must be handed to the class teacher. Other than in the above circumstances, no mobile phones are allowed in school.

For pupils in the Senior School (Years 7 to 11):

- Pupils must place their mobile phone into the Yondr pouch as instructed by the tutor at 08:35. The pouch must then be locked.



SILCOATES

- Any pupil who does not have their pouch must hand their phone in to reception before the end of tutor time.
- If a mobile phone is found not to be inside a locked pouch during the School day it will be confiscated and parents will be informed. For a second offence, the phone will be confiscated and parents will be informed and have to collect the device. For a third offence, the phone will be kept for one week before parents come to collect. At this point, the phone must be handed in to Mr Evans every morning for the remainder of the year.
- Although mobile phones can be used after 4.00pm, they should never be used in toilets, changing rooms or in the swimming pool area.
- Confiscated phones will be taken to Reception by the member of staff where it will be kept safe.
- Students who bring phones or other personal devices onto site do so at their own risk. School is not responsible for loss or damage.
- There may be exceptions to the above for pupils who require the phone for medical purposes (hearing aid control, diabetes monitoring etc). These will be discussed on a case by case basis but other usage will be limited to the specific purpose.

For all pupils in the Senior School:

- For serious breaches of the mobile phone policy such as recording pupils or staff without permission, a more serious sanction is likely to be given.
- In the event of pupil devices containing images of staff or other pupils without permission, items will be deleted.
- If a pupil needs to contact home, they will be permitted to use their phone in the presence of a member of staff or they may use the School phone.
- If parents need to contact their child, they should call Reception, who can arrange for a message to be passed on.
- Mobile phone use on trips will vary depending on the nature of the visit. Clear guidelines around the use of mobile phones will be given before any visit or trip.
- Staff will conduct sporadic checks on phone pouches. If staff have reason to believe that a phone is not in the pouch, they may conduct a search of the pupil's property.
- Pupils who lose or damage their pouch will be required to purchase a new pouch at a cost of £25.
- Smart Watches are not allowed in School. They must be kept at home or stored in the pupil's Yondr pouch. Smart watches in School will be treated as mobile phones for purposes of the policy.
- Smart glasses are not permitted on site and will be confiscated and returned to parents in person.



For students in the Sixth Form (Years 12 and 13):

- Within the Sixth Form area *only*, students may access their mobile phones.
- When walking around the School, phones must be kept out of sight.
- Within lessons, and with the *express* permission of the teacher, students may be allowed to use their phones for learning or research purposes.
- Although mobile phones can be used after 4.00pm, they should never be used in toilets, changing rooms or in the swimming pool area.
- If a student fails to observe these rules, their phone will be confiscated and taken to Reception by the member of staff confiscating the phone, where it will be kept safe.
- Persistent violation of these rules will result in further restrictions being placed on a student's access to their phone.
- For serious breaches of the mobile phone policy such as recording pupils or staff without permission, a more serious sanction is likely to be given.
- Mobile phone use on trips will vary depending on the nature of the visit. Clear guidelines around the use of mobile phones will be given before any visit or trip.

The School is fully committed to ensuring that the application of this policy is non-discriminatory in line with the UK Equality Act (2010). Further details are available in the School's Equal Opportunity Policy document.

Reviewed by:

Mr Chris Evans - Senior Deputy Head (Pastoral)

Date of last review:

June 2026

Date of next review:

June 2027



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