



St. Lawrence Church of England
Primary School

MOBILE PHONES & SMART DEVICES
POLICY
SEPTEMBER 2026

Approved by: David Oludotun Fasanya (Chair of Governors)

Last reviewed on: September 2026

Next review on: September 2027

At St. Lawrence Church of England Primary School, we are committed to providing a calm, safe and focused learning environment for all pupils. In line with the most recent Department for Education guidance (2026), our school operates as a mobile phone-free environment by default.

This means that the use of mobile phones and similar smart technology is not permitted at any point during the school day, including before school activities, lessons, break times and lunchtime.

We recognise that some parents may wish their child to have a mobile phone for safety reasons when travelling to and from school. Where this is the case, strict procedures must be followed to ensure that mobile phones do not disrupt learning, compromise safeguarding or impact pupil wellbeing.

This policy should be read alongside the school's Safeguarding and Child Protection Policy, Online Safety Policy, Behaviour and Relationships Policy and Acceptable Use Agreements.

AIMS

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

STAFF

Staff have a professional responsibility to model and uphold the expectations set out in this policy at all times.

Personal mobile phones must:

- Be switched off or on silent
- Be stored out of sight when in the presence of pupils
- Not be used during teaching, supervision duties or any interaction with pupils

Under no circumstances should personal devices be used to:

- Photograph, video or record pupils
- Communicate with pupils or families

Any breach of this expectation will be treated seriously and may be managed through the school's staff conduct and disciplinary procedures.

Where mobile phones are required for school purposes (e.g. trips or specific operational needs), this must be authorised and clearly linked to safeguarding and pupil welfare.

Staff should use mobile phones during non-contact time and in areas where pupils are not present.

Staff working in the Early Years setting must adhere to EYFS statutory requirements, which prohibit personal mobile phone use in the presence of children.

PUPILS

in line with current Department for Education guidance on mobile phone use in schools, pupils at St. Lawrence Church of England Primary School are not permitted to use mobile phones or similar devices during the school day.

Pupils must not bring mobile phones into school unless permitted.

Where it is necessary for a pupil (typically Year 5/6) to bring a phone for safety reasons:

- The phone must be switched off before entering the school site
- The phone must be handed in to the class teacher at the start of the day and stored securely
- The phone must not be accessed by the pupil at any point during the school day

There is no circumstance where a pupil should need access to a mobile phone during school hours. The school office remains the appropriate point of contact for all communication with pupils during the day.

Mobile phones are brought to school at the owner's risk. The school cannot accept responsibility for loss, theft or damage.

PARENTS

Parents and carers play an important role in supporting the school to maintain a safe and respectful environment.

The use of mobile phones by parents on the school site must be responsible and appropriate at all times.

Parents may take photographs or videos of their own child at designated school events (such as sports days or performances), but this must only take place where permission has been given by the Headteacher.

Images or recordings taken on the school site must not be shared on social media if they include other children, unless permission has been obtained from the parents of those children. This is to protect the privacy and safety of all pupils.

The school does not accept responsibility for any images or recordings shared by parents once guidance has been provided.

The recording of meetings, conversations or interactions with staff is not permitted without prior consent from all parties involved.

SAFEGUARDING AND DATA PROTECTION

The misuse of mobile phones presents a significant safeguarding risk. This includes, but is not limited to:

- Taking, storing or sharing images or recordings of others without consent
- Accessing inappropriate or harmful online content
- Use of social media or messaging platforms during the school day

Any incident involving the misuse of a mobile device will be treated as a safeguarding concern and managed in line with the school's Safeguarding and Child Protection Policy and *Keeping Children Safe in Education (KCSIE)* guidance.

SANCTIONS

In line with our Behaviour Management Policy, for pupils who fail to follow these guidelines, the following sanctions may be applied:

- Confiscation of the mobile phone (The school will determine whether the device is returned directly to the pupil or collected by a parent/carers, taking account of the nature of the breach)
- Normal classroom sanctions
- Communication with parents/guardians regarding mobile phone use at school
- A pupil being banned from bringing a mobile phone onto the school grounds.

Repeated breaches may result in:

- A requirement for parents to collect the device
- A longer-term ban from bringing a device onto school premises

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.

Mobile phone misuse may also be addressed through the school's Online Safety Policy where concerns relate to cyberbullying, inappropriate imagery, online harassment or harmful online content.

RELATED TECHNOLOGY (INCLUDING SMART DEVICES)

This policy applies not only to mobile phones but also to any device with similar functionality, including:

- Smart watches capable of messaging, recording, photographing or accessing the internet are treated as mobile devices under this policy.
- Tablets
- Devices capable of messaging, recording audio/video, or accessing the internet

Such devices must not be used by pupils during the school day and are subject to the same expectations and sanctions as mobile phones.

Inappropriate use of mobile phones will include pupils using them to bully, intimidate or otherwise harass other people through any SMS or text message, photographic, video, social networking or other data transfer system available on the phone. This type of misuse will be dealt with under the Behaviour Policy.

Certain uses of mobile devices, including harassment, threats, sharing indecent images, malicious communications or other unlawful activity, may constitute criminal offences. Where appropriate, the school may involve the police or other agencies.

STAFF SMART WATCHES & WEARABLE DEVICES

Wearable technology capable of recording, photographing, messaging or accessing online content must be used in accordance with the same expectations that apply to mobile phones.

IMPLEMENTATION AND CONSISTENCY

The school will ensure that expectations regarding mobile phone use are:

- Clearly communicated to pupils, staff and parents
- Applied consistently across all classes and at all times of the school day
- Supported by the Behaviour Policy and safeguarding procedures

Staff will model appropriate behaviour by not using personal mobile phones in the presence of pupils unless necessary for safeguarding or operational reasons.

EXEMPTIONS

The school recognises that, in exceptional circumstances, some pupils may require access to a mobile phone or similar device.

This may include:

- Medical needs (e.g. monitoring conditions such as diabetes)
- Specific SEND requirements
- Other exceptional safeguarding circumstances

Any exemption must be agreed in advance with the Headteacher and will be subject to a personalised risk assessment and clear usage boundaries.