



Euxton CE Primary School



Mobile Phone and Smartwatch Policy

*'In our Christian family we all **SHINE** in the light of Jesus'*

Purpose and policy statement

Euxton CE Primary School is a mobile phone-free environment for children throughout the school day. The school recognises that a small number of older pupils may need to bring a phone for safety on the journey to or from school. Where this is permitted, the phone must be switched off and handed to the school office on arrival (before walking through the school gate). It is collected at the end of the day and is not available to the child during the school day.

This policy protects learning, privacy, safeguarding and professional boundaries. It applies to mobile phones and personal smart devices with similar functions, including smart watches, wearable devices, tablets and any personal device capable of messaging, notifications, audio/video recording, photography or sharing.

Legal and guidance framework

- Department for Education: Mobile phones in schools, revised 2026.
- Keeping Children Safe in Education 2026.
- Statutory Framework for the Early Years Foundation Stage, 2025, including safeguarding procedures for mobile phones, cameras and other devices with imaging and sharing capabilities.
- Department for Education: Behaviour in schools.
- Department for Education: Searching, screening and confiscation at school.
- Department for Education: Teaching online safety in schools.
- UK data protection law, including the UK GDPR and Data Protection Act 2018.
- Children's Wellbeing and Schools Act 2026 and relevant statutory guidance as it comes into force.

Core rules

Children must not use mobile phones or personal smart devices at any point during the school day, including lessons, movement around school, breaktimes, lunchtimes, clubs run as part of the school day and educational visits.

Children are not permitted to wear or use smart watches at school. If a child brings a smart watch to school, it must be handed to the school office for safe storage and collected at the end of the school day.

Staff must not use personal devices in a way that compromises safeguarding, privacy, supervision or professional boundaries.

No person may use a personal device to photograph or record pupils unless specifically authorised under school arrangements.

Safeguarding concerns involving a device must be reported immediately to the DSL team.

Children

Primary-aged children do not normally need a mobile phone in school.

Where a parent/carer considers a phone necessary for the journey to or from school, the school's arrangement is that the phone is switched off and handed to the school office immediately on arrival (before walking through the school gate).

The phone is stored during the school day in a named pouch, in the school office and collected by the child at home time.

The school does not accept responsibility for loss, theft or damage to a personal device, although reasonable care will be taken while a device is held under school arrangements.

A child must not keep a phone in a bag, pocket, coat or classroom unless an individual exemption has been formally agreed.

A child who brings a phone without following the agreed arrangement will be required to hand it to staff. It will be managed in line with the Behaviour Policy and returned under the school's agreed arrangements.

Where a device is suspected of containing evidence of a safeguarding concern, harmful content or a serious breach, staff will not unnecessarily search, copy, forward or share material. The DSL will be informed and the school will follow safeguarding and searching/confiscation guidance.

Individual exemptions

Any exemption must be exceptional, necessary and agreed in advance by the Headteacher or delegated senior leader.

Examples may include a specific medical need, disability or other individual circumstance where a device is required as a reasonable adjustment. The arrangement will be recorded, proportionate and reviewed. An exemption does not create a general right to use a phone during the school day.

Smart watches and wearable technology

Children must not wear smart watches at school. Any smart watch brought onto the school site must be handed to the school office on arrival.

The school does not operate a silent-mode or non-communicating-mode exception for smart watches: they are not permitted to be worn during the school day.

Medical devices and agreed reasonable adjustments are managed through an individual arrangement.

Staff personal mobile phones and smart devices

Staff personal mobile phones must be switched off or on silent and placed securely away out of sight of children during the working day, unless the member of staff is using the phone during an authorised break or non-contact time in the staffroom, office areas or outside school main entrance.

Staff must not carry or use personal mobile phones in classrooms, playgrounds, corridors, the hall, pupil toilets/changing areas, clubs or any other pupil area. The only exceptions are a genuine emergency or a specifically authorised arrangement agreed by the Headteacher.

Personal phones may only be accessed during authorised breaks or non-contact time in the staffroom, office areas or outside of the school main entrance. After use, the phone must be stored securely away and out of sight of children before returning to teaching, supervision or pupil areas.

Staff must never use a personal phone or personal smart device to photograph, film or make audio recordings of children.

Images and recordings required for legitimate school purposes must be made using school-authorised equipment and systems.

Staff must not communicate with children through personal phone numbers, personal messaging services or personal social-media accounts.

An exceptional need to remain contactable, for example because of an acute family emergency, should be discussed with the Headteacher so a safe arrangement can be agreed.

Smart watches must not be used as phones, messaging devices, notification screens or cameras while staff are teaching or supervising children.

Any concern about inappropriate staff device use must be reported under the school's safeguarding, Low-Level Concerns or Allegations Against Staff procedures as appropriate.

EYFS

The school's safeguarding procedures cover mobile phones, cameras and all other electronic devices with imaging and sharing capabilities.

Personal devices must not be used to photograph, film or record children.

Staff personal devices must be securely stored and must not interfere with active supervision.

Only school-authorised equipment and systems may be used for observations, photographs or other legitimate educational records.

Visitors, volunteers and contractors in EYFS follow the same restrictions and are supervised according to their role and checks.

Educational visits, off-site activities and emergencies

The child mobile phone-free rule continues on school trips and visits unless an exceptional individual arrangement has been agreed.

Staff may carry a phone for operational or emergency communication where this is part of the visit arrangements.

Staff use must remain professional and must not include taking photographs or recordings of pupils on a personal device.

Routine communication with parents/carers should normally be through the school office or the agreed school communication route.

Parent helpers and volunteers must follow the trip leader's instructions and must not photograph, film or share images of pupils other than under an expressly agreed school arrangement.

Parents are encouraged to contact the school directly for urgent matters. If children need to contact their parents the staff in the school office will make the call on their behalf.

Visitors, volunteers, governors, contractors and agency staff

Visitors must switch off personal mobile phones and smart devices and keep them securely out of sight while inside the school building.

Visitors must not make personal calls, send messages, photograph, film, record, access social media or otherwise use a personal device in pupil areas.

Where a phone or smart device is genuinely required for an agreed work purpose or emergency, the visitor must obtain permission from the school office or Headteacher and use it only in the area and manner agreed.

Work-related device use must never involve unauthorised photography, filming or recording of children, staff, displays or confidential information.

If an urgent call is necessary, the visitor must speak to a member of staff and move to an appropriate area away from children before switching on or using the phone.

The school may require a visitor to stop using or put away a device immediately where there is any safeguarding, privacy, security or professional concern.

Parents and carers on the school site

Parents and carers entering the school building must keep mobile phones and smart devices switched off or on silent and put away. Phones must not be used during weekly worship or assemblies. School will take weekly photos of children receiving school achievements and post these on class blogs.

Parents and carers must not use phones to make calls, send messages, photograph, film or record children, staff, displays or confidential information inside the school building unless the school has expressly permitted photography or recording for a particular production or event.

At specified productions or school events, the school may permit parents and carers to take photographs or short recordings. The arrangements will be announced before the event. Images and recordings must be for personal use only and must not be posted publicly or on social media where other children can be identified.

Photography or recording may be restricted or prohibited at any event where safeguarding, privacy, copyright, performance arrangements or the needs of an individual child require this. Parents and carers must follow the instructions given by the school.

Outside an expressly permitted event, phones must remain put away. Any concern about photography, recording or device use should be raised immediately with a member of staff.

Photography at productions and school events

The school will decide for each production or event whether parent/carers photography or short personal recordings are permitted.

The arrangements will be announced before the event. Parents and carers must follow any restrictions given by the school.

Where permitted, images and recordings are for personal and family use only. They must not be posted publicly or shared on social media where other children can be identified.

The school may prohibit all photography or recording where this is necessary to protect a child, maintain privacy, comply with performance or copyright conditions, or manage a safeguarding concern.

Visitors attending in a professional, contractor or agency capacity do not receive the parent/carers event exception unless the school has specifically authorised them to take images or recordings for an agreed school purpose.

Breaches, confiscation and safeguarding response

Minor pupil breaches will be dealt with consistently under the Behaviour Policy and the device secured under school arrangements.

Repeated or deliberate breaches may lead to parent/carers contact and a review of whether the pupil may continue bringing a device to school.

Staff will follow current legal and Department for Education guidance when searching for or confiscating a device.

Staff must not routinely examine device content. Where there is a safeguarding concern, the DSL will decide the next steps and seek specialist or police advice where required.

Suspected criminal behaviour, sexual imagery, exploitation, threats, harassment or other serious harm will be managed through the school's safeguarding procedures.

Concerns about an adult's use of a device will be managed under the Staff Code of Conduct, Low-Level Concerns Procedure or Allegations Against Staff Procedure, as appropriate.

Communication, implementation and monitoring

The policy is shared with staff and forms part of induction and safeguarding expectations.

Children are taught the school rules and the reasons for a phone-free school day.

Parents/carers are informed of the arrangements, including the office hand-in system.

Visitors receive proportionate information about photography, recording and device use.

The Headteacher monitors implementation and reports significant safeguarding or behaviour issues to governors through normal reporting arrangements.

Review and Updates

This policy will be reviewed annually to ensure that it aligns with evolving technology and the needs of children, parents, and staff.

The goal of this policy is to ensure that devices such as mobile phones and smartwatches are not used in the school environment. By adhering to these guidelines, we can ensure that children's learning is prioritised and that their safety is maintained.

M Ash

Headteacher

September 2026