



# Waddington and West Bradford CE Primary School

## Mobile Phone Policy

Adopted: September 2026

Next review: September 2027

Responsible lead: Headteacher (Sarah White)

### Purpose

- To ensure pupils are safe, present and focused on learning by creating a mobile phone-free environment that supports our Christian values of compassion, respect and courage.
- To align school practice with DfE guidance on mobile phones and with the school's safeguarding responsibilities under the OFSTED framework.

### Scope

- This policy applies to all pupils on the school roll (Reception-Year 6), parents/carers, staff, volunteers and visitors while on the school site or attending school-led activities off site.
- The policy covers mobile phones, smart watches, tablets and similar personal internet-enabled devices unless otherwise stated.

### Vision link and principles

- In our Christian family we Encourage, Serve and Respect everyone. Removing unnecessary mobile phone access during the school day supports compassionate relationships, reduces distraction and helps pupils learn to be courageous in face-to-face situations.
- We expect staff to model the behaviour we ask of pupils.

### Expectations for pupils

- Pupils must not bring mobile phones or smart devices to school except where an agreed exemption is in place (see section 6).
- Pupils who do bring a phone with an agreed reason must hand it in on arrival to a named senior leader or the school office and collect it at go-home time.
- Phones must be switched off (not simply on silent) while stored at school.

### Rationale for the approach (brief)

- The school's planned approach reflects DfE guidance (June 2026): prohibiting phones reduces online harms, classroom distraction and helps safeguard pupils. For younger primary pupils, there is generally no need for



a phone while on site; exceptions will be considered for independent travel or medical reasons.

#### Exemptions and reasonable adjustments

- The school will consider and co-produce adjustments in individual cases. Likely exemptions include:
- Pupils with specific medical needs where a device is required to monitor a condition (e.g. diabetes). In these cases the school will agree precisely how the device is stored and accessed and record the arrangement.
- Pupils who walk to/from school alone (usually Year 6 in our context) – a parent/carer request must be made in writing; the device must be handed to a named senior leader on arrival and kept in secure storage until home time.
- Other exceptional circumstances agreed in writing by the Executive Headteacher.
- Any exemption will be recorded, signed by the parent/carer and staff lead, and reviewed termly.

#### Storage and supervision

- Phones brought under an agreed exemption must be handed in to the school office or senior leader on arrival.
- Devices will be stored securely (lockable cupboard/pouch) and clearly labelled with the pupil's name.
- Staff will not be responsible for using or monitoring pupils' content; storage arrangements are for safekeeping only.

#### If a pupil is seen with a mobile phone

- First instance: staff will confiscate the device and return it to the pupil at the end of the school day; parents informed if appropriate.
- Repeated breaches or refusal to hand over: device confiscated and returned only to a parent/carer; recorded as a behaviour incident and escalated to pastoral lead.
- Persistent refusal to comply is treated as a safeguarding/pastoral concern – DSL and parents will be involved and a behaviour plan agreed.
- The school will not search the content of a pupil's phone. If there are safeguarding concerns about content, the device will be isolated and the DSL will follow safeguarding procedures; the school may involve the police where appropriate. Parents will normally be informed before any external disclosure unless doing so would risk harm.

#### Sanctions and pastoral response

- The school treats this as a behaviour issue first and foremost. Sanctions escalate proportionately:
- 1st breach: confiscation for remainder of day; recorded.



- 2nd breach (within term): confiscation until collected by parent; meeting with parent/carer.
- 3rd breach or refusal: longer confiscation period (up to one week), parental collection required and individual behaviour contract agreed.
- Alongside sanctions, pupils will receive restorative conversations and, where appropriate, short curriculum input on online safety and digital citizenship.

#### Staff, visitors and parents

- Staff must keep personal phones out of sight in a private space during teaching and when supervising pupils. Use in public areas around pupils must be limited to school business and where appropriate privacy can be maintained.
- Visitors and volunteers will be given the policy on arrival and required to keep phones away from pupils unless for school business and pre-authorised.
- Parents should not use phones to film or photograph pupils other than their own child during school events unless the school has given prior consent; school photographic guidance applies.

#### Communication and training

- The policy will be published on the school website and included in the starter pack for new families.
- Parents will be informed of the policy via letter and newsletter (sample copy at Appendix A).
- Annual pupil assembly and PSHE input will explain why the policy exists and what pupils can expect.
- Staff receive training on the policy, storage/confiscation procedures and how to handle safeguarding concerns involving devices. The DSL will brief staff annually on how to respond to concerns about device content.

#### Monitoring and governance

- The Senior Leadership Team (SLT) will log all confiscation incidents and produce a termly summary for the Safeguarding Governor and the full governing body.
- No safeguarding incidents linked to device misuse on site.
- Policy review annually or sooner if DfE guidance changes.

#### Safeguarding note

- The school's DSL will follow Keeping Children Safe in Education and local safeguarding procedures in all cases where device content suggests risk of harm. The school will not delay referrals because a device is confiscated.