



Eastnor Primary School

Mobile Phone and Smart Device Policy

"Inspire and Achieve"



Let love guide your actions, thoughts and words.

Date	Review
September 2026	Updated and Approved LAB
September 2027	Date for review

1. Purpose

At Eastnor Primary School we are committed to ensuring the safety of children in our care. We recognise that mobile phones in the school have a role to play for the purpose of communication, but we are aware that casual or inappropriate use of mobile phones on the school site could pose a risk to children and adults.

This policy sets out Eastnor's approach to mobile phones and personal smart technology. It applies to all pupils on the school site during the school day and, where relevant, on educational visits, residentials, clubs and other school-organised activities. It also sets expectations for staff, volunteers, visitors, parents and carers.

For this policy, 'smart devices' includes personal technology with functions similar to a mobile phone, such as sending or receiving messages or notifications, accessing the internet, or recording audio, photographs or video.

2. Legal and statutory context

From 1 September 2026, schools in England should follow the Department for Education's statutory guidance on mobile phones in schools. The guidance states that all schools should be mobile phone-free environments by default.

This policy should be read alongside Eastnor's Behaviour Policy and safeguarding arrangements. Keeping Children Safe in Education 2026 comes into force on 1 September 2026.

3. Aims

- protect pupils' safety, privacy and wellbeing;
- provide a calm, purposeful and distraction-free learning environment;
- reduce opportunities for cyberbullying, inappropriate messaging and unauthorised recording;
- provide simple, age-appropriate rules that primary pupils can understand;
- provide appropriate exceptions and reasonable adjustments where needed; and
- ensure a consistent approach by staff.

4. The primary school rule

Pupils should not normally bring a mobile phone or communication-enabled smart device to school.

Where a parent or carer believes that their child needs to bring a phone—for example, when the child is going to a different home/parent—the arrangement must follow the school's agreed procedure.

- The phone must be switched off before the pupil enters the school premises.
- The pupil must hand the phone in to the office.
- The phone must remain inaccessible to the pupil throughout the school day.
- The phone will be returned at the end of the school day in accordance with school arrangements.
- A pupil must never use a personal phone during the school day unless a specific exception has been agreed.

The school will take reasonable care of devices handed in for safekeeping. Personal devices remain the responsibility of the owner and are brought to school at the family's risk, subject to the school's legal responsibilities.

5. Smartwatches and wearable devices

Smartwatches and other wearable devices that can communicate, receive notifications, access the internet, photograph, film or record are treated in the same way as mobile phones.

A simple watch or activity tracker without communication or recording functions may be worn unless it becomes distracting. If communication or recording functions cannot be disabled reliably, the device should not be worn during the school day and may need to be stored securely.

6. Exceptions and reasonable adjustments

The school recognises that a small number of pupils may require an individual exception. Decisions will be made on a case-by-case basis by the Headteacher, with advice from the SENDCo, Designated Safeguarding Lead (DSL) or other relevant professionals where appropriate.

- medical needs, including approved health technology;
- SEND or disability-related communication or assistive technology;
- a reasonable adjustment required under equality law;
- specific safeguarding or welfare needs;
- caring responsibilities; or
- another exceptional circumstance agreed by the Headteacher.

An exception does not automatically mean unrestricted access to a device. The school will agree the least intrusive arrangement that safely meets the pupil's individual need and will record the arrangement where appropriate.

7. Prohibited use

A pupil must not use a personal device during the school day to:

- make or receive calls, messages or notifications;
- access social media, games or the internet;
- take photographs, film or make audio recordings;
- photograph or record another pupil, member of staff or visitor;
- share personal information, images or recordings;
- bully, threaten, harass or upset another person; or
- access, create or share inappropriate or harmful content.

9. Breaches, confiscation and safeguarding

If a pupil has access to or uses a device in breach of this policy, staff may confiscate it in line with the school's Behaviour Policy and current Department for Education guidance. The device will be stored securely and may be returned to the pupil at the end of the day or collected by a parent/carer, depending on the circumstances.

Consequences will be reasonable, proportionate and appropriate to the pupil's age, SEND and individual circumstances. Repeated breaches may lead to additional consequences and a meeting with parents/carers.

Where an incident raises a safeguarding concern, safeguarding takes priority over ordinary behaviour procedures. Staff must report concerns promptly to the DSL or deputy and must not investigate beyond their role. Staff should not copy, forward or unnecessarily view harmful or inappropriate images.

10. Staff use of personal mobile phones

Staff should model safe and professional use of technology. Personal mobile phones should normally be switched off or on silent and kept away while staff are working directly with pupils.

- Personal phones must not be used to photograph, film or record pupils.
- Staff must not use personal devices for private communication with pupils.
- School-authorized devices and systems should be used for educational photographs, recordings and communication.
- Personal phone use should normally be limited to designated breaks and areas where pupils are not present.
- The Headteacher may authorise use where necessary for emergencies, lone working, educational visits, medical needs, safeguarding or another legitimate operational reason.

11. Educational visits, clubs and residentials

The same principle applies on school-organised activities: pupils should not have access to personal mobile phones unless the school has expressly agreed different arrangements.

For trips or residentials outside the normal school day, the trip leader will set clear arrangements based on the pupils' age, safeguarding needs, risk assessment and purpose of the visit. Parents and pupils will be told the arrangements in advance.

12. Visitors, volunteers and contractors

Visitors, volunteers and contractors should use personal mobile phones discreetly and should not use them in areas where pupils are present unless authorised. They must not photograph, film or record pupils without express school permission and appropriate safeguarding arrangements.

13. Online incidents outside school

The school may respond to inappropriate online or mobile-phone behaviour outside school where it affects pupils' safety, wellbeing, behaviour in school or the orderly running of the school. Safeguarding concerns will be managed under the Child Protection and Safeguarding Policy.

14. Teaching safe and responsible technology use

Being mobile phone-free during the school day does not remove the need to teach children how to use technology safely. Through Computing, Relationships and Health Education and the wider curriculum, pupils will learn about:

- privacy and personal information;
- safe and respectful online communication;
- cyberbullying and how to report concerns;
- photographs, videos, consent and sharing;
- harmful or inappropriate content;
- healthy screen habits and balancing online and offline activities; and
- how and when to seek help from a trusted adult.

15. Roles and responsibilities

Governing Body

The governing body will ensure that the school has an appropriate approach to mobile phones, that it aligns with statutory guidance and safeguarding duties, and that implementation is monitored.

Headteacher

The Headteacher is responsible for implementing the policy consistently, agreeing exceptions, ensuring staff and families understand expectations, and reviewing the policy when guidance or school circumstances change.

Staff

Staff are responsible for modelling appropriate use, applying the rules consistently, explaining expectations in an age-appropriate way and reporting safeguarding concerns.

Pupils

Pupils are expected to follow the school rules, hand in or store devices as directed, use technology respectfully and tell a trusted adult if something online worries or upsets them.

Parents and carers

Parents and carers are expected to support the mobile phone-free school day, use the school office to contact their child, ensure any device brought to school follows school arrangements and discuss safe technology use at home.

16. Equality, SEND and inclusion

The policy will be applied fairly and with regard to the school's duties under equality legislation. Reasonable adjustments will be made where required. Staff will consider age, SEND, disability, medical needs, communication needs and safeguarding circumstances when applying the policy and any consequence.

17. Monitoring and review

The Headteacher and governing body/trust board will monitor implementation. The policy will normally be reviewed annually, and earlier if statutory guidance changes, safeguarding concerns identify a need for change, or new technology creates additional risks.

18. Related school policies

- Behaviour Policy
- Child Protection and Safeguarding Policy

- Online Safety Policy
- Acceptable Use Policy
- Staff Code of Conduct
- Data Protection Policy
- SEND Policy
- Educational Visits Policy
- Anti-Bullying Policy
- Photography / Images and Consent arrangements

19. Key national guidance

This policy has been prepared with regard to the following national guidance for schools in England:

- Department for Education: Mobile phones in schools – statutory guidance, updated 29 June 2026; schools should begin following it from 1 September 2026.
- Keeping Children Safe in Education 2026 – in force from 1 September 2026.
- Relationships Education, Relationships and Sex Education and Health Education guidance.
- Equality Act 2010.

Parent and Carer Summary

Mobile phones at our primary school: the simple rules

- Our school is mobile phone-free throughout the school day.
- Primary-aged pupils should not normally need to bring a phone to school.
- If your child needs a phone for the journey to or from school, it must be switched off and handed in/stored securely under the school's arrangements.
- Pupils cannot use phones or communication-enabled smartwatches during lessons, breaktime or lunchtime.
- Please contact the school office if you need to get an urgent message to your child.
- We will consider individual exceptions for medical, SEND, disability, safeguarding or other exceptional needs.
- Please support us by reinforcing safe, respectful and age-appropriate technology use at home.

Thank you for helping us keep the school day calm, safe and focused on learning, friendships and play.