KING EDWARD'S SCHOOL POLICY

Title	**Mobile Phones and Mobile Devices Policy**
Status	Approved
Approved by	SMT
Current Author	Mr Will Quayle
Last Updated/Revised	June 2026 (Reviewed Annually)
Application	Senior School

Mobile Phones and Mobile Devices Policy

1. Purpose and Aims

This policy sets out the school's expectations regarding the use of mobile phones and other personal electronic devices in order to:

- safeguard and promote the welfare of pupils
- support a calm, focused and productive learning environment
- reduce disruption to teaching and learning
- minimise risks associated with misuse of technology (including online harm, bullying and inappropriate content)
- ensure consistency of expectations across the school community

This policy should be read in conjunction with the Safeguarding and Child Protection Policy, the Senior School Behaviour Policy and the E-Safety Policy.

2. Scope

This policy applies to all pupils in the Senior School only. Staff use of personal mobile devices is governed by the ICT Acceptable Use Policy and Staff Code of Conduct.

For the purposes of this policy, "mobile devices" includes:

- mobile phones
- smart watches
- tablets or similar personal devices capable of communication, internet access, or recording audio/video

3. Policy Statement

In line with current Department for Education guidance, the School operates a mobile phone-free environment during the school day and during school activities, trips and fixtures, unless explicitly permitted under this policy. Recognising the greater independence of Sixth Form pupils, the School will apply a slightly different approach for Sixth Form in specified settings, while remaining consistent with the principles of the School's overall mobile phone-free environment.

The School encourages parents to delay giving their child a smartphone for as long as possible. Where a phone is necessary, we ask parents to consider providing a basic device without internet capability.

Where pupils do bring a phone to school, it must not detract from the calm, focused learning environment or the positive social interactions we seek to foster. Our approach is intended to help pupils engage fully in school life and benefit from all that the School has to offer.

Staff, parents and visitors are expected to support and uphold the School's mobile phone-free environment and to model behaviour that reinforces these expectations.

4. Roles and Responsibilities

4.1 Governing Body

- Ensure the policy is in place and regularly reviewed
- Monitor implementation through safeguarding and behaviour reporting

4.2 Headmaster / Senior Leadership Team

- Ensure consistent implementation of the policy
- Determine sanctions and escalation processes
- Communicate expectations clearly to the school community

4.3 Designated Safeguarding Lead (DSL)

- Manage safeguarding concerns arising from misuse of devices

4.4 Staff

- Model appropriate use of devices at all times
- Enforce the policy consistently
- Report any safeguarding concerns immediately

4.5 Pupils

- Comply with all expectations set out in this policy
- Use devices responsibly outside permitted times

4.6 Parents and Carers

- Support the school in enforcing this policy
- Avoid contacting pupils directly during the school day

5. Use of Mobile Devices by Pupils

5.1 General Rules (School Day)

- Pupils in Years 7 to 11 who bring a phone to school must keep it switched off and secured in their Yondr pouch for the duration of the school day. They must not access their phone anywhere on the school site.
- Headphones/earbuds must not be used on site.
- Smart watches must not be used for messaging, recording audio or any other communication during the school day.
- Sixth Form pupils may use mobile phones and headphones/earbuds only in the Holbeche Centre and the school gym.

5.2 After-School Activities (Years 7–11)

- Pupils attending an after-school activity are not allowed access during the activity or whilst travelling to and from the activity (unless explicitly permitted).

5.3 Library (After School)

Pupils may not use their mobile phones in the library after school unless a member of staff has given clear permission - for example, to contact a parent or guardian.

5.4 Fixtures and Educational Visits

Years 7 - 10

- No access during travel to and from fixtures or other educational trips unless explicitly permitted by a member of staff.

Years 11 - 13

- Devices may be used for audio (music/audiobook/podcast) only during travel to and from fixtures of other education trips. Headphones are required to avoid distractions.

Once pupils have arrived at the fixture/trip destination, pupils should ensure their phones are out of sight unless they have been given explicit permission by the member of staff

5.5 Overnight Trips

- Phones and other mobile devices must be handed to staff overnight. Devices will be returned to pupils each morning.
- All pupils are allowed access to their phones whilst travelling, unless a member of staff has informed them otherwise.

5.6 Filming, Photography and Online Conduct

- Pupils must not use mobile devices to take photographs or videos on school premises or during school activities, unless expressly permitted by a member of staff.
- Pupils must not post or share images, videos or other content relating to school activities without permission.
- Online behaviour, whether on social media, group chats or other platforms, must always be respectful and must not be offensive, harmful or damaging to the reputation of the School or others.
- Pupils remain responsible for content they post, share, endorse or distribute online, whether under their real name or a pseudonym.
- Pupils should be aware that the School may investigate and respond to the posting or sharing of images or videos of out-of-school behaviour which might contravene School policies or rules (including, but not limited to, the Anti-Bullying Policy), raise safeguarding or welfare concerns, or bring the School into disrepute.
- Any misuse of mobile devices, social media or online platforms will be taken seriously and may result in disciplinary action.

6. Equality, Inclusion and Exceptions

The school recognises that some pupils may require access to mobile devices due to:

- medical conditions
- special educational needs or disabilities
- safeguarding or welfare needs

The School will work with parents and pupils to ensure that their needs are met while maintaining the integrity of the policy.

7. Sanctions

Any breach of this policy will typically lead to confiscation of the phone (or other smart device) and further disciplinary actions.

- If a pupil is found using their phone during school hours, while traveling to and from school activities, or during school fixtures/educational trips, the phone will be confiscated, and the pupil will receive an after-school detention.
- If a pupil breaches the rules outlined above , the sanction will range from an after-school or Headmaster's detention to a fixed-term or permanent exclusion from school, depending on the nature of the offense.

Sanctions will be applied consistently and proportionately.

8. Monitoring and Review

- This policy is reviewed annually
- Implementation is monitored by:
    - Senior Leadership Team
    - Governors (through safeguarding/behaviour reporting)