

1 Introduction

The policy is designed to ensure that mobile phones and other smart devices do not disrupt the children's education.

The increasing sophistication of mobile phone and wearable technology presents issues for schools, particularly with regard to the children's safety and well-being. The integration of cameras into phones and the accessibility of internet technology, for example, can lead to potential child protection and data protection issues. The high value of modern phones also presents a risk which is not necessary for young children.

We recognise, however, that some children, when travelling unaccompanied to and from school, may need mobile phones for use in case of emergency. With this in mind, the following policy and procedures have been designed.

This policy is to be considered alongside the following relevant policies and documents, which are accessible to parents on the school's [website](#), MySchool Portal, or can be provided upon request.

- Missing and Uncollected Pupils Policy and Procedures
- Parental Complaints Policy
- Pastoral, Behaviour and Discipline Policy
- Safeguarding and Child Protection Policy
- Unaccompanied Travel Policy

2 General Rules

- Pupils are not allowed to use their mobile phones on the School site (this includes Latham Road Sports Field). Phones must be switched off before entering school and dropped off in an allocated locker space in Edenfield prior to morning registration. Phones will be returned to pupils in Edenfield as they leave the School site at the end of their day. The phone must remain switched off until the pupil has left the school site.
- A smartwatch or fitness tracker must not be worn in school. If a parent wishes their child to bring a smartwatch into school in order for them to be contactable on their journey to or from school, the same procedures must be followed as for a mobile phone. The pupil must travel independently and be on the 'Unaccompanied Journey and Mobile Register Form'. The pupil will be allocated a locker space in Edenfield to keep their smartwatch.
- Pupils who are brought into school and picked up by a parent or guardian, are not allowed to bring a mobile phone into School.

3 Pupils Travelling Independently to/from School

Only pupils who travel to School independently may bring a mobile to school. If your child is on the 'Unaccompanied Journey' register and you would like them to bring a mobile phone into School, either on a regular or occasional basis, you and your child must fill out the [Unaccompanied Journey and Mobile Phone Register Form](#) via the JotForm. This will enable the School to have a full and accurate record of pupils who have

a mobile device in School.

Pupils who are on the 'Unaccompanied Journey' register and are found to have a phone in School but have not completed the JotForm may be banned from bringing their phone into School.

4 Communication during the school day

As usual, if a parent wants to contact their child or pass on a message to them during the school day, they should contact the School Office (01223 352073) and not their child's mobile device.

If, at the end of the day, pupils on the 'Unaccompanied Journey' register need to contact their parents, they may use the School Office phone. Alternatively, they can use their own mobile when they have left the School grounds.

Parents who need to contact their child after 17:00h should contact a member of the Late Stay team on the Late Stay phone (07773 368508).

5 Matches and Trips

Pupils are not allowed to use their phones when they are attending activities, fixtures or trips offsite. On day trips or away sports fixtures, phones of pupils on the 'Unaccompanied Journey Register' will remain at school and pupils should collect on their return.

Pupils who are travelling home independently from an away fixture or event off site should collect their phone prior to departure on the fixture and immediately hand it to the games teacher or teacher in charge of the event. The phone will be returned to the pupil before being dismissed and travelling home.

Parents will be kept informed of travel delays via SchoolPost e-mail, text message before 5pm, or via the [Socs Portal](#) after 5pm.

Pupils are not allowed to take mobile phones or other smart devices on residential trips in the UK or overseas. Pupils will have use of a school phone if they would like to call home.

Pupils who do not abide by this policy will receive appropriate sanctions.

Mr M Critchley
Director of Pastoral Care