

Mobile Phone Policy - 2026



Written: March 2026

Review: March 2027

Written by: George Lumley

At St Margaret's CE Primary School, our Christian vision *Created to Shine* and our values of *Love* and *Aspire* guide how we create a safe, respectful, and flourishing learning environment. The use of mobile phones in school is managed in line with our commitment to safeguarding, wellbeing, and equity. This policy ensures that pupils can learn without distraction, that staff can maintain professional boundaries, and that the school environment reflects our values of love, respect, and aspiration.

Purpose of This Policy

This policy sets out how the school meets statutory expectations from the **2026 DfE mobile phones guidance**, **KCSIE**, and **Ofsted**. It ensures that mobile phones do not disrupt learning, compromise safeguarding, or undermine the calm, purposeful atmosphere of the school.

This policy applies to all pupils, staff, parents, volunteers, contractors, and visitors.

3. Statutory and Regulatory Framework

This policy is informed by:

- DfE Mobile Phones in Schools 2026
- Keeping Children Safe in Education
- Working Together to Safeguard Children
- UK GDPR and the Data Protection Act 2018
- Ofsted Education Inspection Framework
- The school's Safeguarding & Child Protection Policy, Behaviour Policy, and Acceptable Use Agreements

4. Principles Underpinning the Policy

- Safeguarding is paramount.
- Online safety is a core part of our duty of care.
- Behaviour expectations must be upheld consistently.
- Professional boundaries must be maintained at all times.
- Learning time must be protected from distraction.

5. Pupils' Mobile Phones

5.1 General Rule

Pupils are **not permitted to use or access mobile phones at any point during the school day**. This is fully aligned with the 2026 DfE requirement that schools adopt a “**no access during the school day**” model. This includes the wearing of Smart-watches.

5.2 Pupils Who Walk to School (Year 5 and Year 6)

Some pupils in Year 5 and Year 6 may bring a mobile phone to school **only if they walk to and from school independently**. Written permission from parents is held by the school office for children who are able to walk to/from school.

These pupils must:

- Hand their phone in to their teacher at the start of the school day.
- Have the phone stored securely - held by their class teacher.
- Collect the phone only at the end of the school day.

Phones must be **switched off** before being handed in.

Staff are on the playground in the morning to ensure that children do not access mobile phones before they have the chance to hand them in to their teacher.

5.3 Prohibited Use

Pupils must not:

- Use mobile phones on school premises
- Keep phones in bags, pockets, or lockers
- Use phones on school trips unless explicitly authorised
- Use phones for photos, videos, messaging, or social media at any time

Any breach will be treated as a safeguarding and behaviour concern.

6. Staff Mobile Phones

6.1 Expectations

Staff must follow the Staff Code of Conduct and **Acceptable Use Agreement**. Staff mobile phones must:

- Be kept out of sight during teaching time
- Never be used to photograph or communicate with pupils
- Only be used in staff-only areas during breaks
- Never be used for school business unless using a school-approved device or platform

6.2 Safeguarding

Staff must never store pupil data on personal devices. Any breach will be managed under safeguarding and disciplinary procedures.

7. Visitors, Volunteers, and Contractors

Visitors must:

- Keep phones on silent
- Not to use phones in classrooms or pupil areas unless approved
- Never take photos or videos on site

Signage will remind visitors of these expectations.

8. Confiscation and Sanctions

In line with DfE guidance, staff may confiscate a phone if it is used in breach of this policy.

Sanctions may include:

- Phone held until a parent collects it
- Behaviour consequences in line with the Behaviour Policy

- Safeguarding follow-up where necessary

Repeated breaches may lead to a ban on bringing a phone to school.

9. Online Safety and Safeguarding

Please read our Online Safety Policy.

All concerns must be reported immediately to the **Designated Safeguarding Lead**.

10. Communication with Parents

Parents will receive clear information about:

- The requirement for Y5/Y6 pupils to hand phones in
- The prohibition of phone use during the day
- The consequences of breaches
- How the school promotes safe and responsible use of technology

11. Monitoring and Review

This policy is reviewed annually by the Headteacher and DSL, or sooner if required by updates to WSCC policy, DfE guidance, Ofsted expectations, or safeguarding needs.