



Yardleys
School
WORKING TOGETHER FOR A BETTER FUTURE

Mobile Phone Policy

Adopted by Governors:

Signed:

Date:

This policy is reviewed every two year

Review date:

POLICY INFORMATION

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|----------------------------|-------------|----------------------------------|-------------|
| Date of first publication | March 2026 | Review period | Bi-Annually |
| Date ratified by governors | March 2026 | Governors' committee responsible | C&S |
| Policy owner | Laura Yates | SLT member responsible | Laura Yates |
| Date of next review | March 2028 | | |

Reviews/revisions

| Review date | Changes made | By whom |
|-------------|--------------|---------|
| | | |

Dates of linked staff training (if applicable)

| Date | Course title | Led by |
|------|--------------|--------|
| | | |

EQUALITY AND GDPR

All Yardleys' policies should be read in conjunction with our Equal Opportunities and GDPR policies.

Statement of principle – Equality

We will take all possible steps to ensure that this policy does not discriminate, either directly or indirectly against any individual or group of individuals. When compiling, monitoring and reviewing the policy we will consider the likely impact on the promotion of all aspects of equality as described in the Equality Act 2010.

Statement of principle – GDPR

Yardleys School recognises the serious issues that can occur as a consequence in failing to protect an individual adult's or child's personal and sensitive data. These include emotional distress, physical safety, child protection, loss of assets, fraud and other criminal acts.

Yardleys School is therefore committed to the protection of all personal and sensitive data for which it holds responsibility as the Data Controller and the handling of such data in line with the data protection principles and the Data Protection Act (DPA)/GDPR.

Basic Principles

The Yardleys Charter incorporates the key aims, values and ethos of the school and is applicable to all staff and pupils alike. It therefore informs all of our policies and procedures including the mobile phone policy.



- **Be Ready** – The Mobile Phone Policy ensures that pupils arrive at school ready to learn by minimising distractions, promoting focus in lessons, and supporting a calm and purposeful learning environment across the school day.
- **Be Respectful** – The Mobile Phone Policy promotes respectful behaviour by encouraging positive face-to-face interactions, reducing misuse of technology, and supporting a safe and inclusive school community for pupils and staff.
- **Be Responsible** – The Mobile Phone Policy supports pupils, parents, and the school in taking shared responsibility for the safe and appropriate use of mobile devices, helping pupils develop self-discipline and good habits for learning and life beyond school.

Pupil expectations regarding mobile phones

Pupils are not permitted mobile phones on school site. The term 'school site' covers all areas of the school – including the driveway and car park.

If a mobile phone is seen or heard on school site the mobile phone will be confiscated and stored securely on site until a registered contact is able to collect it. All members of staff have the responsibility to enforce this policy and have the power to confiscate mobile phones. Refusal to hand over a mobile phone when requested will be classed as defiance and will result in sanctioning, in line with our behaviour policy. Additionally, if, after confiscation, pupils have been found to be using their mobile phones in an inappropriate manner (e.g., filming or photographing students or staff) additional sanctions will be put in place, in line with our behaviour policy.

Pupils are not routinely searched for mobiles phones; however, it is essential that in key areas such as our isolation venue and examination venues all mobile phones are handed in to ensure we are compliant with JCQ regulations. In these areas pupils will be required to hand in their mobile phones as they enter these venues, but will have the mobile phone returned to them without the need for their registered contact at an appropriate time within the school day.

Occasionally mobile phones may be requested to be brought on school trips and visits as part of the required risk assessment (e.g., Duke of Edinburgh). Where this is necessary parents/carers will be informed and pupils will be given clear guidance on the expectations for the safe use of mobile phones during this time.

Medical exemptions for mobile phone use

Mobile phones can be essential in the monitoring of medical conditions such as Type 1 diabetes. In medical cases like these pupils are permitted to carry and view their medical apps during the school day. Pupils that have this exemption will be given a medical exemption card to show staff if challenged on the presence of their mobile phone. When challenged pupils must present the exemption card.

Parent/carer expectations regarding mobile phones

Parents/carers are expected to support the mobile phone policy by encouraging their child to leave their mobile phone at home. If parents believe a mobile phone is required for safe travel to and from school (or for requirements such as a digital bus pass), the parent must be aware that if the mobile phone is seen or heard on the school site, the mobile phone will be confiscated.

Parents/carers must refrain from contacting their child during the school day using the mobile phone as all urgent messages can be relayed via school reception.

If a pupil's phone has been confiscated, the parent/carer designated as priority 1 on the contact list will be contacted via a text message informing them of the confiscation. The mobile phone will be kept securely on site until one of the pupil's registered contacts collect it from school reception, where questions will be asked to verify identity. Please note the school reception is only staffed for collection between 8.30am to 4.00pm Monday to Thursday and 8.30am to 3.30pm on Friday. If collection of the phone occurs during the school day the phone must leave school site with the registered contact and not be given back to the pupil.

The school takes no responsibility for any mobile phones lost/stolen on school site.

Staff expectations regarding mobile phones

Staff are occasionally required to use electronic devices, such as mobile phones, to carry out essential duties across the school and are permitted to use their mobile phones when doing so. However, staff should not use their own mobile phone for personal reasons in front of pupils throughout the school day.

The school takes no responsibility for any mobile phones lost/stolen on school site.