Woods Loke Community Primary

Learn, Aspire, Achieve

Headteacher: Mr. J. Crawley

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Mobile phone policy - pupils

In January 2026, the DfE published revised guidance recommending schools prohibit the use of mobile phones and similar devices throughout the school day to support learning, behaviour and wellbeing.

We recognise that mobile phones are a part of everyday life for many children and can play an important role in helping pupils feel safe and secure. However, we also acknowledge that they can be a distraction during the school day. For this reason, pupils are strongly discouraged from bringing mobile phones and smart devices to school.

Pupils may be permitted to bring a mobile phone to school if they are travelling to or from school without a parent or carer. When a mobile phone is brought onto the school site, the following conditions must be observed:

- All mobile phones must be handed to the class teacher on arrival. The class teacher/TA will collect devices from individuals and place them in a secure storage box which will then be stored in the class cupboard. Where pupils attend Breakfast Club, mobile phones must be handed to the member of staff leading the session and will be transferred to the relevant class teacher(s) at the start of the school day.
- To facilitate the easy identification of individual devices, children will be encouraged to ensure their device is clearly identifiable (e.g. by using a named small sandwich bag or sticker).
- Phones will be returned to children by the teacher at the end of the school day. For children attending after-school clubs, the teacher or teaching assistant will transfer devices to the relevant club leader. Devices will be returned to children when they leave the school site.
- The phone is left at the owner's own risk and the school is not responsible for loss or damage
- Phones must not be taken on school trips/visits
- Children are not permitted to bring in any other communication devices, such as smart watches, that could be used to record sound or images, or send and receive messages.

Agreed exceptions

Some pupils may need access to a device for:

- Medical needs
- Disabilities or SEND requirements
- Individual safeguarding arrangements
- Other exceptional circumstances

Agreed exceptions will be authorised by the appropriate member of staff, in consultation with the child, parents/ carers and other school staff.

Breaches of the above conditions could lead to the school confiscating the device and withdrawing permission for the child to bring their phone into school. If a device is confiscated it will be held in the school office and will need to be collected by a parent or carer.

Please see the **Hartismere Family of Schools Mobile Phone Policy** for further clarification.

This policy was adopted following DFE guidance in March 2026

Signed: ……

Headteacher

Date of next review: March 2027