**Windy Nook Primary School**

**Mobile Phone Usage Policy**

At Windy Nook Primary School, we are committed to creating a learning environment that is **calm, safe, and free from distractions**, in line with government guidance. While we understand that some pupils may need a mobile phone for safety reasons when travelling to and from school independently, we strongly discourage pupils from bringing mobile phones to school.

# **Rationale**

Mobile phones can significantly disrupt the learning environment by diverting pupils' attention away from lessons and classroom activities. They also pose safeguarding risks, particularly when equipped with cameras or internet access, as they can be used to capture and share images or videos without consent. Furthermore, mobile phones can be misused for bullying, harassment, or the distribution of harmful content, which can have serious emotional and social consequences for pupils.

In line with our school values of being **Ready, Respectful, and Safe**, we aim to:

* Ensure pupils are ready to learn without distractions.
* Promote respectful use of technology.
* Keep all members of our school community safe.

# **Government Guidance**

The DfE recommends that mobile phones should not be used at any point during the school day, including break and lunchtimes. Schools are encouraged to implement clear, consistent policies that prohibit mobile phone use and support staff in enforcing them.

# **Policy Overview**

## **Permission and Storage**

If a child needs to bring a mobile phone to school, a permission slip must be signed by their parent or carer (see Appendix 1). The phone must be handed in to the class teacher at the start of the day and collected at the end of the day. To avoid confusion, all phones should be clearly labelled with the pupil’s name.

* Pupils must have written parental consent to bring a mobile phone to school (see Appendix 1).
* Phones must be handed in to the school office upon arrival and collected at the end of the school day.
* All phones must be clearly marked with the pupil’s name to ensure easy identification.

**Liability**

* The school accepts **no responsibility** for loss, theft, or damage to mobile phones on school premises.

**Inappropriate Use**

If a pupil is found using a phone during the school day:

* The phone will be confiscated and stored securely in the school office.
* The pupil’s parent/ carer may collect it at the end of the day.

If a pupil is found taking photos, videos, or using the phone inappropriately:

* The phone will be confiscated.
* A senior teacher will supervise the deletion of any inappropriate content.
* Parents/ Carers will be informed and must collect the phone.
* Disciplinary action will follow.

**Sanctions**

* **First offence**: Loss of Golden Time and inform parents/ carers.
* **Second offence**: Phone privilege withdrawn; pupil may no longer bring a phone to school.
* **Serious misuse** (e.g. bullying, sharing images): Further disciplinary action in line with the school’s Behaviour Policy and safeguarding procedures.

**Communication**

* Pupils must not use phones to contact parents during the school day.
* Parents should contact the school office if they need to reach their child: **0191 469 4954**.

**Exceptions**

Exceptions may be made for medical or additional needs, subject to agreement with the Headteacher.

# **Appendix 1: Mobile Phone Parental Consent Form**

Dear Parent/Carer,

In line with our updated Mobile Phone Policy, please complete the form below if your child needs to bring a mobile phone to school.

By signing this form, you acknowledge and agree that:

1. Your child will hand in their phone to the school office each morning upon arrival.
2. The school accepts no responsibility for any loss or damage to the phone.
3. The phone must be clearly labelled with your child’s name.
4. Any inappropriate use of the phone will result in the privilege being withdrawn.

 Pupil Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Class: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Carer Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_