



St Margaret's CE VA Primary School

Mobile Phone and Smart Watch Policy

1. Purpose of the Policy

This policy sets out the principles and procedures for the use of mobile phones within St Margaret's CE VA Primary School. It aims to ensure that mobile phone use supports the school's Christian values of respect, responsibility, and forgiveness, promotes a positive learning environment, and complies with UK legislation and safeguarding requirements.

2. Scope

This policy applies to all pupils, staff, visitors, and volunteers on school premises or attending school-related activities offsite.

3. Legal and Regulatory Framework

- Compliance with the UK government's guidance on mobile phone use in schools.
 - Adherence to safeguarding and data protection laws (e.g., Keeping Children Safe in Education, GDPR).
 - Consideration of the Equality Act 2010 to ensure fair access and reasonable adjustments for pupils with SEND.
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4. Roles and Responsibilities

4.1 School Leaders

- Ensure the policy is communicated, implemented, and reviewed regularly.
- Provide training and support to staff on managing mobile phone use effectively.
- Monitor and evaluate the impact of the policy on behaviour and learning outcomes.

4.2 Staff

- Model appropriate mobile phone use and enforce the policy consistently.



- Use professional judgement to allow limited use where it supports learning or wellbeing.
- Report any concerns related to mobile phone misuse, safeguarding, or breaches of this policy.

4.3 Pupils

- Follow the rules regarding mobile phone use as set out in this policy.
- Use mobile phones responsibly and respectfully, reflecting the school's values.
- Report any incidents of bullying, inappropriate content, or misuse involving mobile phones.

4.4 Parents and Carers

- Support the school's mobile phone policy and reinforce expectations at home.
 - Ensure pupils understand when and how mobile phones can be used appropriately.
 - Communicate with the school regarding any concerns or exceptional circumstances.
 - Model good mobile phone use by not using phones on the school site except in emergency situations
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5. Policy Details

5.1 Mobile Phone Use by Pupils

- As a general rule, pupils are **not permitted to bring mobile phones to school** unless there is a specific reason agreed in advance with school leaders (e.g., travel safety) Travel to a from school will only apply to pupils in year 6.
- Where permitted, phones must be switched off as soon as it is on the school site and handed in at the office at the start of the day and collected at the end.
- Use of mobile phones during the school day, including break and lunch times, is prohibited.
- Mobile phones must not be used to take photographs or videos on school premises without explicit permission.
- Pupils found using mobile phones inappropriately will face sanctions in line with the school's behaviour policy, and will lose the right to bring a phone to school.
- Pupils who need a mobile device to link with a medical device will have this written in to a care plan and this will be supported by the school.
- Pupils are **not permitted to wear Smart Watches** in school.

5.2 Mobile Phone and Smart Watch Use by Staff



- Staff should use mobile phones responsibly, ensuring use does not disrupt teaching or compromise professional standards.
- Personal mobile phones should not be used in front of pupils except in emergencies or with senior leader approval.
- Staff must not use personal devices to photograph or record pupils unless authorised for school purposes and with appropriate consent.
- Smart watches must be in 'flightmode' while on the school premises.

5.3 Visitors and Volunteers

- Visitors and volunteers should be informed of the mobile phone policy on arrival.
 - Use of mobile phones should be discreet and limited to non-contact areas.
 - Photography or recording of pupils by visitors requires prior permission.
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6. Implementation Strategies

- Communicate the policy clearly to all stakeholders through the school website, newsletters, and induction sessions.
 - Display key reminders about mobile phone rules in communal areas.
 - Provide training for staff on managing mobile phone issues sensitively and effectively.
 - Establish a clear procedure for confiscation and return of mobile phones if rules are breached.
 - Integrate mobile phone expectations into the wider curriculum on digital citizenship and online safety.
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7. Monitoring, Evaluation, and Review

- The policy will be reviewed annually or sooner if required by changes in legislation, school context, or feedback from the school community.
 - Leaders will monitor incidents related to mobile phone misuse and evaluate the effectiveness of the policy in supporting behaviour and learning.
 - Feedback from pupils, staff, and parents will inform ongoing improvements.
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8. Related Policies and Documents

- Behaviour Policy
- Safeguarding and Child Protection Policy
- Online Safety and Acceptable Use Policy
- Equality and Inclusion Policy
- Staff Code of Conduct



9. Summary and Final Note

St Margaret's CE VA Primary School is committed to ensuring mobile phone use supports a safe, respectful, and focused learning environment aligned with our Christian values. This policy provides clear guidance to all members of our school community to manage mobile phones responsibly.
