

RED ROSE SCHOOL

Pupils' Mobile Devices Policy

SECTION 7

2d

Updated: September 2026

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Statement of intent

Mobile phones, tablets and other personal electronic devices have become widely available and accessible to pupils. This policy is designed to prohibit the use of mobile phones and similar smart technology throughout the school day, including break and lunch times.

Red Rose School accepts that personal mobile phones and tablets are often given to pupils by their parents to ensure their safety and personal security, but understands that such devices pose inherent risks and may jeopardise the learning environment.

As a school, we must strike a balance between personal safety and a suitable educational setting. We understand that parents may wish for their child to carry a mobile phone for their personal safety, whilst pupils may wish to bring additional devices to school for other reasons. This policy establishes how personal electronic devices should be used by pupils in school to ensure both personal safety and an appropriate learning environment.

Personal electronic devices include, but are not limited to the following items:

- Mobile phones
- Smart watches
- Personal digital assistants (PDAs)
- Handheld entertainment systems, e.g. video game consoles, iPods
- Portable internet devices, e.g. tablets, laptops
- Wireless handheld technologies or portable information technology systems, e.g. devices used for word processing, wireless internet access, image capture and/or recording, sound recording, and information transmitting, receiving and/or storing.

Mrs Gill Makinson, Head Teacher

1. Legal framework

This policy has due regard to all relevant legislation and statutory and good practice guidance including, but not limited to, the following:

- DfE 'Keeping children safe in education'
- DfE 'Mobile phones in schools'
- DfE 'Communicating your policy for prohibiting the use of mobile phones in schools to parents'
- DfE 'Behaviour in Schools'
- DfE 'Searching, screening and confiscation at school'
- Data Protection Act 2018
- The UK General Data Protection Regulation (UK GDPR)
- Children's Wellbeing and Schools Act 2026
- DfE 'Cyberbullying: Advice for headteachers and school staff'

This policy operates in conjunction with the following school policies:

- Online Safety Policy
- Data Protection Policy
- Searching, Screening and Confiscation Policy
- Child Protection and Safeguarding Policy
- Complaints Procedures Policy
- Behaviour Policy
- Staff Code of Conduct
- Records Management Policy

2. Roles and responsibilities

The headteacher, who is DSL will be responsible for:

- Handling complaints regarding this policy as outlined in the school's Complaints Procedures Policy.
- The day-to-day implementation and management of the policy.
- Informing parents and pupils of the Personal Electronic Devices Agreement.
- Communicating this policy to the relevant staff members and the wider school community.
- Initiating and managing responses to incidents of upskirting with relevant staff members and in line with the Child Protection and Safeguarding Policy.
- Liaising with and reporting the relevant information to children's social care and/or the police, when it is necessary to do so.
- Communicating what devices can be brought to school and when they can and cannot be used.
- Deciding how best to achieve a mobile phone-free school environment.

Staff members will be responsible for:

- Negotiating incidents of cyberbullying in conjunction with the headteacher, in line with the Behaviour Policy.
- Applying this policy consistently and proportionately, including confiscating devices where appropriate.

- Reporting any safeguarding concerns to the DSL, or deputy, where misuse indicates risk of harm.
- Avoiding use of their mobile phones in front of pupils for any non-work related issues.
- Teaching pupils about the risks associated with mobile phones, other devices and social media, both in school and more broadly.

Pupils are responsible for adhering to the provisions outlined in this policy.

3. Ownership and responsibility

Pupils are responsible for their own belongings. The school accepts no responsibility for replacing property that is lost, stolen or damaged either on school premises or travelling to and from school, and at school events.

Pupils are responsible for replacing school property they lose, damage or steal, including electronic devices.

Pupils and staff should enable a personal PIN or passcode on all the devices they bring to school to protect their personal data, images and videos in the event that the device is lost, stolen or accessed by an unauthorised person.

4. Acceptable use

Where pupils are bringing personal electronic devices into school, they will be expected to make their parents aware of this. Pupils will remain responsible for the safety and security of any personal devices brought into school and the school will not accept responsibility for loss, theft or damage.

Personal devices will not be used at any point during the school day, including during break and lunch times, unless an agreed exception applies. Where an agreed exception is in place, use of a personal device will be limited strictly to the specific purpose outlined within that exception and will be subject to any conditions set by the school.

Where a Bring Your Own Device (BYOD) scheme is operated to facilitate the use of laptops or tablets for learning, such devices will be used in accordance with this policy. Pupils will sign a Device and Technology Acceptable Use Agreement to ensure that devices are only used for the educational purpose intended. BYOD arrangements will not include mobile phones.

5. Unacceptable use

Pupils will be encouraged to avoid bringing phones to school; however, if phones are brought to school they will be switched off and stored securely in the class device containers by the start of the school day, unless an agreed exception applies.

If an agreed exception is permitted for bringing a personal device to school it will be stored in the class locker upon arrival

Unless express permission is granted by a member of staff or adaptations and reasonable adjustments apply, mobile devices will not be seen, heard, or accessed at any time during the school day.

Any permitted use for specific pupils will be limited strictly to the specific purpose outlined in the agreed plan. All other use will be prohibited.

The school will consider the risks that may be posed to pupils who do not have access to their mobile phone when organising travel to and from school.

Parents will be consulted with to consider ways to mitigate any concerns around the issue of travel to and from school.

Pupils will be able to access their personal devices when travelling to and from school; however, they should not be used to arrange travel during the course of the school day.

Staff members will be required to model expectations surrounding the use of personal devices when they are in front of pupils throughout the school day, and only use their personal devices where required for work or safeguarding purposes.

Files will not be sent between mobile devices. Pupils will not have access to Bluetooth and school Wi-Fi functions while on school premises.

If pupils fall ill during school hours, they will not use their mobile device to contact parents; they will use the agreed procedures.

Under no circumstances will personal electronic devices, including smart watches, be taken into examinations. Devices will be kept in the safe box or locked storage within the classroom.

Under no circumstances will mobile devices be used in changing rooms or toilets.

Personal electronic devices will not be plugged in to outlets on the school premises without the express permission of the headteacher.

Staff will not give out their personal contact details to pupils. If correspondence is needed between staff members and pupils for homework or exams, staff must only provide their school contact details.

Under the Voyeurism (Offences) Act 2019, the act known as “upskirting” is an offence. Any incidents will not be tolerated by the school. Despite the name, anyone (including both pupils and teachers) of any gender, can be a victim of upskirting.

A “specified purpose” is namely:

- Obtaining sexual gratification (either for themselves or for the person they are enabling to view the victim’s genitals, buttocks or underwear)
- To humiliate, distress or alarm the victim

Any incidents of upskirting will be reported to the DSL and handled in accordance with the school’s Child Protection and Safeguarding Policy.

6. Adaptations and reasonable adjustments

The school will comply with its legal duty to make reasonable adjustments with regard to this policy where necessary. Adaptations may be made in exceptional circumstances and in response to a pupil's specific needs.

If it is deemed necessary due to the nature of a pupil's SEND, reasonable adjustments will be made to allow that pupil to use their mobile phone or similar device during the school day.

The school will not prevent pupils from using their mobile phones in order to manage their medical condition effectively, e.g. if a pupil is using a monitoring app on their phone to manage their diabetes.

Beyond these specific duties, the school recognises that a need for mobile phone access for some pupils may depend on their individual circumstances. The school will allow limited flexibility for these pupils where an agreed exception is required in the best interests of the pupil's safety and welfare, for example where a pupil is a young carer.

Where a pupil has an agreed adaptation or reasonable adjustment that requires access to a mobile device, this will be permitted only for the specific purpose and within the limits set out in the agreed plan.

7. Cyberbullying

All personal electronic devices will be used in line with our Online Safety Policy.

Incidents of cyberbullying will be dealt with and reported in line with the Anti-bullying Policy and the Behaviour Policy.

As part of the school's ongoing commitment to the prevention of cyberbullying, regular teaching and discussion about online safety will take place as part of PSHE lessons or in response to a specific incident whether at home or school.

8. Searching pupils

School pupils have a right for their private life to be respected under article 8 of the European Convention on Human Rights (ECHR). This right is not absolute, and the school can interfere with this right as long as it is justified, proportionate, and aligns with the powers to search in the Education Act 1996.

The extent of a search involves outer clothing only; this includes clothing not worn next to the skin such as blazer, hats, gloves, scarves, and shoes. Desks or lockers can also be searched for any item if the pupil consents. The search can still be carried out if the pupil does not consent if staff reasonably believe the pupil possesses a prohibited item.

A staff member may ask a pupil to show them what they are doing on their mobile phone or tablet if they reasonably believe that the pupil is using the device to cause harm. If it is judged reasonable, the staff member may inspect the files or data on a pupil's electronic device and delete them if necessary.

If a search uncovers a device that is being used to cause harm, or which contains prohibited material such as pornography, a staff member can confiscate the device. If a staff member finds child pornography, it must be given to the police as soon as reasonably practicable.

Where staff find stolen items like mobile devices, they must be given to the police as soon as reasonably practicable.

The staff member conducting the search must be the same sex as the pupil being searched. A witness to the search must be present; this should also be a staff member of the same sex as the pupil being searched.

Pupils are required to comply with any request to check their electronic device.

Pupils are required to comply with any request to disable the screen lock function of their electronic device and show any staff member what they are doing. Any pupil who refuses to comply with these requests will be disciplined in line with the Behaviour Policy.

All spot checks will be conducted in line with the school's Searching, Screening and Confiscation Policy.

9. Sanctions

The school will apply sanctions for breaches of this policy in a consistent and proportionate manner, in line with the school's Behaviour Policy.

Where this policy is clearly breached, for example where a device is used, seen, or heard ringing, staff will feel confident to confiscate mobile phones or similar devices as a disciplinary penalty. Confiscated devices may be retained for a proportionate length of time, as determined by the Headteacher and in consideration of the circumstances, including the pupil's age, SEND, and any agreed exceptions or reasonable adjustments.

Additional sanctions may include detentions or other disciplinary measures in line with the Behaviour Policy.

Where a breach gives cause to suspect a pupil may be suffering, or may be at risk of, harm, staff will follow the school's safeguarding procedures and report concerns to the DSL.

Confiscated personal electronic devices will be locked away securely in the headteacher's office.

10. Monitoring and review

This policy is reviewed bi-annually by the headteacher /DSL.

Any changes to this policy will be communicated to members of staff, parents and pupils by the headteacher.

Personal electronic devices agreement

Pupil personal electronic devices agreement

I, _____, understand that bringing a personal electronic device to school is a privilege that may be taken away if I abuse it. I agree to abide by the policy and understand the consequences if I fail to do so.

Signed by

Pupil		Date	
Parent		Date	
Class teacher		Date	

Parent personal electronic devices agreement

I, _____, recognise that Red Rose School bears no responsibility for personal electronic devices lost, damaged or stolen on school property or on journeys to and from school. I agree to the terms of this policy and will discuss the responsibility of owning a personal electronic device with my child (name) _____. I understand that a teacher may confiscate devices used in an unacceptable manner as detailed in the policy.

Signed by

Parent		Date	
Class teacher		Date	