



Mobile Phone Policy

Owner	Headteacher
Date	September 2026
Ratified by	Local Governing Board
Review Cycle	Annual
Review Date	September 2027

1 COMPLIANCE

- 1.1 This policy has been prepared with due regard to the following statutory provision;
 - 1.1.1 Department for Education's guidance 'Mobile Phones in Schools', January 2026;
 - 1.1.2 Department for Education's guidance 'Behaviour in Schools', February 2024;
 - 1.1.3 Keeping Children Safe in Education (KCSIE); and
 - 1.1.4 Equality Act 2010.

2 ABOUT THIS POLICY

- 2.1 Cornelius Vermuyden School ("the School") is committed to creating and maintaining a calm, safe and supportive learning environment.
- 2.2 Mobile phones and smart technology can disrupt learning and pose safeguarding risks. This policy sets out the clear rules prohibiting use of mobile devices and smart technology throughout the school day.
- 2.3 This policy should be read in conjunction with the school's behaviour policy and any local guidance or policy on searching, screening and confiscation policy.
- 2.4 This policy will be published on the school's website and can be made available in hard copy upon request.

3 SCOPE

- 3.1 This policy applies to all students while on school premises and during any school activity taking place in the school day.

4 MOBILE PHONES AND SMART TECHNOLOGY COVERED BY THIS POLICY

- 4.1 This policy covers the following devices and smart technology;
 - 4.1.1 mobile phones;
 - 4.1.2 smart wearable devices,
 - 4.1.3 tablets; and
 - 4.1.4 any other device capable of sending or receiving calls, messages or notifications, accessing the internet or social media, or recording audio/video.
- 4.2 For the avoidance of doubt, any reference to mobile phones in this policy constitutes a reference to any of the devices listed in clause 4.1 above.

5 PROHIBITION OF USE

- 5.1 The school prohibits the use or visibility of mobile phones at any time during the school day including breaks and transitions.
- 5.2 For the avoidance of doubt, this includes the use of devices at breaktimes, lunchtimes and in the time between lessons.
- 5.3 Students who bring a mobile phone or smart device onto the school premises must hand it in through the school's collection procedure at the start of the school day. Failure to hand in a device constitutes a breach of this policy, irrespective of whether the device is subsequently used or visible.

6 STORAGE OF DEVICES

- 6.1 Students who bring a mobile phone or other smart device to school are required to hand the device in at the start of the school day in accordance with the school's established collection procedure. Devices will be stored securely by the school throughout the school day and returned to students at the end of the school day.
- 6.2 Students must not retain a mobile phone or other prohibited smart device on their person or in their bag during the school day unless an exception under section 8 has been agreed by the Headteacher or the Deputy Headteacher.

7 EXCEPTIONS

- 7.1 The school may make reasonable adjustments for students with disabilities or medical needs to use mobile phones throughout the day.
- 7.2 The school may also permit a student to access their mobile phone throughout the day or in a separate setting (for example, Head of Year's office) where exceptional safeguarding circumstances apply.
- 7.3 The school will permit a student to access their device during the school day in order to communicate or show a safeguarding concern to a member of school staff.

8 USE OF MOBILE PHONES OUTSIDE THE SCHOOL DAY

- 8.1 The school may permit the use of mobile phones on a school trip or outside educational activity. Where this applies, the school will communicate this to parents and students in advance of the trip or activity.
- 8.2 The school recognises that students may access mobile devices on their journeys to and from the school.

9 SEARCHING, SCREENING AND CONFISCATION

- 9.1 The school has the power to undertake screening and searches of students to search for any item, including items prohibited under the school's policies. For the avoidance of doubt, this includes mobile devices

- 9.2 Further information about searching, screening and confiscation can be sought via the school office or the school website.

10 **SANCTIONS**

- 10.1 If a student breaches this policy at any point during the school day the school may impose a sanction in line with its Behaviour Policy.
- 10.2 Sanctions may include, but are not limited to:
- 10.2.1 confiscation of the device;
 - 10.2.2 requiring a parent or carer to collect the device from school;
 - 10.2.3 correction; or
 - 10.2.4 escalated sanctions for repeated or serious breaches in line with the Behaviour Policy.
- 10.3 Failure or refusal to hand in a mobile phone or smart device at the start of the school day, or possession of an undeclared device during the school day, will be treated as a breach of this policy and may result in sanctions under the Behaviour Policy.

11 **LOSS AND DAMAGE**

The school accepts no responsibility for loss, theft or damage to mobile phones or smart devices brought onto the school's premises. This includes devices handed in and stored in accordance with the school's collection procedure, as well as devices confiscated as part of a sanction.

12 **ROLES AND RESPONSIBILITIES**

- 12.1 All staff are expected to;
- 12.1.1 consistently enforce this policy and students' use of mobile phones;
 - 12.1.2 not use their own mobile phones for personal reasons in front of students throughout the school day.
- 12.2 All students are expected to follow and adhere to this policy.
- 12.3 All parents are expected to;
- 12.3.1 support the school in the implementation of this policy;
 - 12.3.2 contact the school office during the day if they need to contact their child.

13 **COMPLAINTS**

- 13.1 If a parent has a complaint about the implementation or application of this policy the school will first make an effort to resolve the issue informally.

- 13.2 If the issue cannot be resolved informally it will be dealt with under the SEEAT Complaints Policy which can be found on the school website.