



Mobile Phones and Smart Device Policy

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To be approved by:	Full Governing Body
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1. Legal Framework

1.1 This policy has been developed with consideration for the following legislation and statutory guidance:

- Education and Inspections Act 2006
- Data Protection Act 2018
- UK General Data Protection Regulation (UK GDPR)
- DfE: *Keeping Children Safe in Education 2026 (KCSiE)*
- DfE: *Mobile Phones in Schools* (Statutory Guidance, 2026)
- DfE: *Behaviour in Schools*
- DfE: *Searching, Screening and Confiscation Advice for Schools*

This policy should be read alongside:

- Behaviour Policy
- Safeguarding and Child Protection Policy
- Online Safety Policy
- Anti-Bullying Policy
- Staff Code of Conduct

2. Policy Statement

Queensbridge School is committed to providing a calm, safe and purposeful learning environment where all pupils can achieve their full potential.

In line with Department for Education statutory guidance, Queensbridge School operates as a mobile phone-free environment throughout the school day.

The school believes that restricting access to mobile phones and smart devices:

- Improves behaviour and engagement.
- Reduces disruption to learning.
- Supports positive mental health and wellbeing.
- Encourages face-to-face social interaction.
- Reduces opportunities for bullying and cyberbullying.
- Minimises safeguarding risks.
- Supports pupils to develop resilience and independence.

The school expects the full support of parents, carers, pupils and staff in implementing this policy.

3. Devices Covered by this Policy

For the purposes of this policy, "mobile phones" includes:

- Mobile phones and smartphones.
- Smart watches.
- Earbuds and wireless headphones.
- Tablets capable of communication.
- Devices with internet access.
- Devices capable of recording audio, photographs or video.
- Devices capable of sending or receiving messages, notifications or social media communications.

Headphones and earbuds are subject to the same rules and consequences as mobile phones.

4. Rationale

4.1 Safeguarding

Online safety is a safeguarding issue.

The use of mobile phones and smart devices can present significant safeguarding risks, including:

- Accessing inappropriate or harmful content.
- Child-on-child abuse.
- Cyberbullying and online harassment.
- Grooming and exploitation.
- Exposure to extremist content.
- Sharing of personal information.
- Unauthorised photography, filming or audio recording.
- Creation or sharing of nude or semi-nude images.
- Sharing of AI-generated or manipulated images, including deepfakes.

Restricting access to mobile phones helps the school to create a safer environment and supports its wider safeguarding responsibilities.

4.2 Wellbeing

Excessive screen time has been linked to:

- Increased anxiety.
- Reduced concentration.
- Sleep disruption.
- Reduced physical activity.
- Lower self-esteem.

A mobile phone-free environment supports pupils in developing healthier habits and improving their overall wellbeing.

4.3 Social Development

Removing access to phones during the school day encourages pupils to:

- Communicate face-to-face.
- Develop friendships.
- Resolve disagreements appropriately.
- Engage positively with the school community.

4.4 Learning and Achievement

Research continues to indicate that reducing mobile phone use in schools can improve concentration, engagement and academic outcomes.

Removing distractions enables pupils to focus fully on learning.

4.5 Resilience and Independence

The school encourages pupils to seek support directly from staff when difficulties arise during the school day.

This promotes resilience, problem-solving skills and constructive communication.

5. Mobile Phone Procedures

Queensbridge School is a mobile phone-free site.

If a parent or carer permits their child to bring a mobile phone to school, the device is brought entirely at the pupil's own risk.

The following expectations apply:

- Mobile phones must be switched off before entering the school site.
- Mobile phones must remain switched off throughout the day.
- Mobile phones must remain out of sight at all times.
- Devices must be stored securely within a pupil's bag.
- Devices must not be used during lessons, transitions, breaktimes, lunchtimes or enrichment activities.

If a pupil is unable to keep their phone safely secured, it must be handed to their Head of Year upon arrival.

Whilst the school takes reasonable care of confiscated items, personal devices remain the responsibility of the pupil and parent/carers. The school cannot guarantee against loss, theft or accidental damage except where there has been negligence by the school.

6. Photography, Audio and Video Recording

The unauthorised recording of pupils, staff or visitors is strictly prohibited.

Pupils must not:

- Photograph others without permission.
- Record video on school premises.

- Make audio recordings of staff or pupils.
- Upload, share or distribute images or recordings relating to school activities without permission.

Any recording which raises safeguarding concerns may be dealt with under the Behaviour Policy and Safeguarding and Child Protection Policy and may be referred to external agencies where appropriate.

7. Search and Confiscation

Where a pupil breaches this policy, staff may confiscate a mobile phone or smart device.

Any confiscation will be:

- Lawful.
- Proportionate.
- Conducted respectfully.
- Recorded appropriately.

Where there are reasonable grounds to believe a pupil possesses a mobile phone contrary to school rules, authorised staff may carry out searches in accordance with:

- The school's Behaviour Policy.
- DfE Searching, Screening and Confiscation Guidance.
- Relevant safeguarding procedures.

8. Consequences for Non-Compliance

A pupil found using, displaying, hearing, accessing or otherwise possessing a mobile phone contrary to this policy will have the device confiscated immediately.

Examples that will not be accepted as reasons for using a mobile phone include:

- Checking Edulink.
- Checking a timetable.
- Checking the time.
- Contacting parents.
- Listening to music through headphones or earbuds.

Upon confiscation:

- The device will be taken to Reception.
- The device will be stored securely.
- A behaviour log will be recorded.
- A same-day 30-minute detention will be issued.

Where a same-day detention cannot reasonably be completed, it will be completed on the next available school day.

The device will be returned following completion of the detention unless further investigation is required.

9. Procedure Where Staff Do Not Know a Pupil's Name

Step 1

Staff should politely request the pupil's name and explain that it is required to log the confiscation and ensure the device is returned appropriately.

Step 2

If the pupil refuses, staff should remain calm and explain that failure to identify themselves may delay the return of the device.

Step 3

If necessary, staff should seek support from:

- Head of Year.
- Pastoral staff.
- Senior Leadership Team member.

The device should then be taken to Reception and logged in accordance with school procedures.

10. Refusal to Hand Over a Mobile Phone

Pupils will be given an opportunity to reflect and comply with staff instructions.

Where a pupil refuses to surrender a mobile phone:

- Staff will seek support from pastoral or senior staff.
- The incident will be logged.
- Appropriate behaviour sanctions will be applied.

Persistent refusal, serious defiance or repeated breaches of this policy may result in more serious sanctions, including suspension, in accordance with the Behaviour Policy.

The school expects the full support of parents and carers when implementing this policy.

11. Staff Use of Mobile Phones

Staff are expected to model positive and professional behaviour.

Personal mobile phones should normally only be used in:

- Staffrooms.
- Offices.
- Designated staff workspaces.

Any exceptions must be agreed with a line manager.

Staff must not:

- Use personal devices to photograph pupils.
- Use personal devices to record pupils.
- Communicate with pupils through personal telephone numbers.

- Communicate with pupils through personal social media accounts.
- Store confidential pupil information on personal devices unless specifically authorised and appropriately protected.

Any safeguarding concerns relating to mobile device usage must be reported immediately to the Designated Safeguarding Lead.

12. Equality and Reasonable Adjustments

Queensbridge School recognises its duties under the Equality Act 2010.

Some pupils may require access to technology due to:

- Medical needs.
- Disability.
- SEND provision.
- EHCP requirements.
- Other agreed reasonable adjustments.

Any such arrangements must be formally approved by the Headteacher or designated senior leader and recorded appropriately.

13. Emergencies

If a pupil needs to contact their parent or carer during the school day, they should speak to their Head of Year, Pastoral Team or another member of staff.

Pupils may be permitted to use a school telephone where appropriate.

If a parent or carer needs to contact a pupil urgently, they should contact the school office and a message will be passed on promptly.