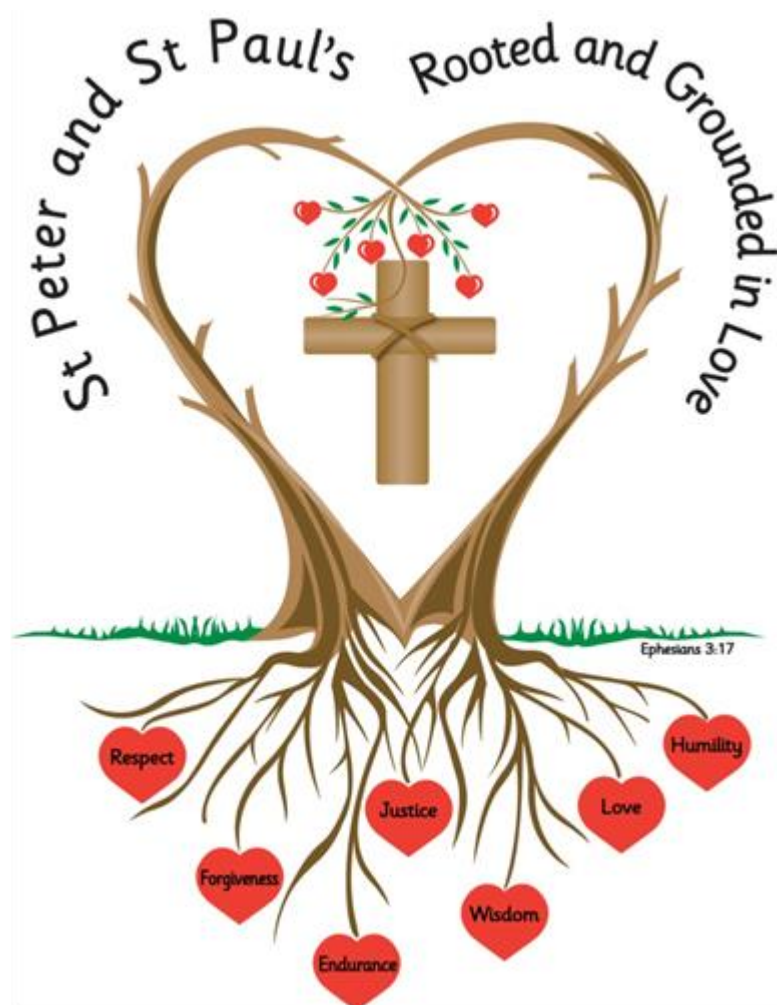




St Peter and St Paul's
Church of England Primary School

Mobile Phone and Smart Watch Policy

Rooted and grounded in the love of God, St. Peter & St. Paul's Church of England Primary School is a vibrant, inclusive community, where every person is empowered to reach their full potential. Guided by our Christian values and the teachings of Jesus, together, we aim to grow into good citizens of heaven and earth. We strive to cultivate a nurturing environment that inspires everyone to develop a lifelong love of learning, grow in character, and make a positive impact on the world around us, working together to be a good neighbour to all.

1. Purpose

The school recognises that mobile phones are an important means of communication for families. However, mobile phones can present safeguarding, privacy and disruption risks within a primary school environment. This policy aims to ensure that mobile phones are used safely and appropriately by pupils, staff, visitors and volunteers.

2. Aims

This policy seeks to:

- Safeguard children and staff.
- Protect personal privacy.
- Minimise disruption to learning.
- Ensure compliance with safeguarding and data protection requirements.
- Provide clear guidance for pupils, staff, governors, parents and visitors.

3. Pupils

Bringing Mobile Phones to School

Pupils are discouraged from bringing mobile phones to school unless there is an exceptional circumstance, such as walking to and from school independently.

Where a mobile phone is required:

- Parents must complete a consent form outlining a valid reason it is necessary to bring a phone into school.
- The phone must be switched off before entering the school site.
- Upon arrival, the phone must be handed to the class teacher and the phones are taken to the school office for secure storage.
- The phone will be returned at the end of the school day.

Use of Mobile Phones

Pupils must not:

- Use mobile phones during the school day or at school discos
- Take photographs, video or audio recordings on school premises.
- Take phones on educational visits unless specifically authorised by the Headteacher. Phones are only allowed on residential visits when phones are kept secure and given to children for a few minutes at the end of each day to contact parents.

Failure to comply may result in the phone being confiscated and returned to a parent/carer

4. Smart Watches

Smart watches with communication, internet access, photography or recording functions are treated in the same way as mobile phones.

Pupils may wear basic fitness-tracking watches that do not have communication or recording capabilities.

5. Staff

Staff may bring mobile phones onto the school site but must:

- Store phones securely and out of sight of pupils ensuring they are kept on silent mode.
- Ensure smart watches are set to do not disturb/airplane mode when children are present.
- Use phones/smart watches only during breaks and non-contact time away from the children, except in emergencies.
- Never use personal devices to photograph, film or record pupils.

Where photographs are required for educational purposes, only school-approved devices must be used.

6. Visitors, Volunteers and Contractors

Visitors, governors, volunteers and contractors:

- All visitors to school are required to turn phones off when entering school (notices are displayed in reception and this information is included on the Inventory signing in system.
- Must not use mobile phones or smart watches/glasses in classrooms or around pupils.

- Must not take photographs or recordings of pupils unless advised that there is permission for this e.g Christmas plays

Any safeguarding concerns relating to mobile phone use will be reported immediately to the Designated Safeguarding Lead (DSL).

7. Parents and Carers

Parents and carers are asked to:

- Refrain from using mobile phones/smart devices e.g watches/glasses when entering school.
- Not photograph or record other children during school events without permission.
- Support the school's expectations regarding pupil mobile phone and smart device use.

8. Educational Visits

Mobile phone arrangements for educational visits will be determined by the visit leader and risk assessment.

Generally:

- Staff/volunteers will carry their own phones in case emergency contact is needed however these will not be used when children are present unless for contacting school or required in an emergency situation.
- Pupils will not normally be permitted to take mobile phones on educational visits. The only exception to this is for school residential when phones are handed in to staff and only used for a few minutes each day to make contact with home.
- School-approved phones will be used for emergency contact if base contact is unable to do this on behalf of staff.

9. Safeguarding and Data Protection

The use of personal mobile devices must comply with:

- Keeping Children Safe in Education (KCSIE).
- UK GDPR and Data Protection Act 2018.
- School safeguarding and online safety policies.

Any inappropriate use of a mobile phone that may place a child at risk will be treated as a safeguarding concern and managed in accordance with the school's safeguarding procedures.

10. Monitoring and Review

The Headteacher will monitor implementation of this policy and review it annually or sooner if legislation or guidance changes.

Date of policy: September 2026

Mrs S Clarkson

Headteacher