



Wallsend Jubilee Primary School

Mobile Phone Policy for Pupils

Governance	
Version	1
Policy Officer	David Harrison
Adoptive Date	May 2026
Readopted Date	November 2025
Next Review date	May 2027
Statutory	Yes

Version History Log

Version 1	Description of Change	Date/Author

Wallsend Jubilee Primary school Mobile Phone Policy for Pupils

1. Purpose

This policy outlines the acceptable use of mobile phones within the school to:

- Ensure a safe and secure learning environment
- Minimise disruption to teaching and learning
- Safeguard pupils from misuse of technology

2. General Principles

- Mobile phones are **not required during the school day**.
- Only older pupils may need phones for **safety when travelling to and from school**.
- Mobile phone use during school hours is **strictly controlled** in line with national guidance.

3. Which Pupils May Bring Mobile Phones

- **Only Year 5 and Year 6 pupils are permitted to bring mobile phones to school.**
- Pupils in all other year groups **must not bring mobile phones.**

4. Bringing Phones to School

- Phones must:
 - Be brought with **parent/carer permission**
 - Be **switched off (not on silent)** before entering school
- **On arrival to class each morning:**
 - Pupils must **hand their phone directly to their class teacher**
 - Phones will be placed in a **secure locked storage box**
- Phones will remain locked away and **not accessible during the school day**
- Phones will be returned to pupils at **3:15pm at the end of the school day**

5. Use During the School Day

- Pupils must **not use mobile phones at any time** during day

- Phones may only be used:
 - Under **direct staff supervision**

Searching Pupils and Belongings

The school has a responsibility to maintain a safe and orderly environment. Where a member of staff has reasonable grounds to suspect that a pupil has not handed in their mobile phone as required by this policy, the school reserves the right to take appropriate action.

- Pupils may be asked to hand over the device immediately or to empty their pockets and school bags.
- Authorised members of staff may search a pupil's belongings, including bags, coats, and other possessions, where there is reasonable suspicion that a phone has been concealed.
- Searches will always be conducted in a calm, respectful, and proportionate manner, taking account of the pupil's age, wellbeing, and rights.
- Wherever possible, searches will be carried out:
 - By a member of staff authorised by the Headteacher
 - In the presence of another adult
 - With the pupil fully informed of the reason for the search
 - The school will not carry out intimate physical searches. If a serious concern arises, parents/carers and, where appropriate, external agencies will be informed.
 - Failure to comply with a reasonable request to hand over a phone or cooperate with a search will be treated as a serious breach of the school's behaviour policy.

6. Safeguarding and Acceptable Use

- Pupils must not take photos, videos, or audio recordings on school premises.
- Phones must not be used to:
 - Access inappropriate content
 - Send or receive unkind or harmful messages
 - Use social media during school hours

- Any misuse will be treated as a serious safeguarding concern.
- This policy supports the school's duty to safeguard pupils in line with:
 - Keeping Children Safe in Education (KCSIE)
 - Department for Education guidance on mobile phones

7. Consequences for Misuse

Misuse of mobile phones will result in the following actions:

First Incident:

- Phone confiscated and held until 3:15pm
- Reminder of expectations

Second Incident:

- Phone confiscated
- Returned only to a parent/carer
- Incident recorded

Third Incident:

- Phone confiscated
- Parent/carer required to collect
- Loss of permission to bring a phone for a fixed period

Serious Misuse: (e.g. filming others, bullying, accessing harmful content)

- Immediate confiscation
- Parent/carer contacted
- Recorded as a safeguarding concern
- Further action in line with behaviour and safeguarding policies

8. Loss, Theft, or Damage

- The school accepts no responsibility for loss, theft, or damage.
- Phones are brought to school at the owner's risk, though securely stored during the day.

9. Communication with Parents

- Parents/carers should contact the school office for urgent messages.
- Pupils must not use phones to contact parents during school hours.

10. Safeguarding Guidance and References

This policy should be read alongside the following statutory and non-statutory guidance:

- **Keeping Children Safe in Education (KCSIE) 2025**
[View guidance on GOV.UK](#)
 - Sets out the **legal duties for safeguarding children in schools** [\[gov.uk\]](#)
- **Mobile Phones in Schools (DfE Guidance, updated 2026)**
[View guidance on GOV.UK](#)
 - Advises schools to be **mobile phone-free environments during the school day** [\[gov.uk\]](#)
- Schools must ensure policies reflect safeguarding responsibilities to **protect pupils from harm, including online risks** [\[gov.uk\]](#)

Parental Agreement to School Mobile Phone Policy **Wallsend Jubilee Primary School**

Dear Parent/Carer,

At Wallsend Jubilee Primary School, we are committed to maintaining a safe, focused, and respectful learning environment for all students. As part of this commitment, the school has

implemented a Mobile Phone Policy which outlines the expectations for student use of mobile devices during the school day.

The policy includes guidelines to ensure that mobile phones do not disrupt learning, compromise student wellbeing, or interfere with the smooth running of the school. Key expectations include:

- Mobile phones must be switched off or placed on silent and stored appropriately during lessons unless permission is given by a member of staff.
- Mobile phones should not be used in corridors, social areas, or during break and lunchtime unless explicitly allowed.
- The use of mobile phones for recording, photographing, or sharing content without permission is strictly prohibited.
- Any misuse of mobile phones may result in confiscation and further disciplinary action in line with the school's behaviour policy.
- As outlined in the policy the school reserves the right to search a pupil's belongs, coats and bags if staff have reasonable grounds to suspect a child has a phone in their possession

We ask for your support in reinforcing these expectations with your child to help ensure a positive and productive school environment.

Please sign below to confirm that you and your child have read, understood, and agree to abide by the school's Mobile Phone Policy.

Yours sincerely,

Mr. D Harrison
Head Teacher

Parent/Carer Agreement

I confirm that I have read and understood the Mobile Phone Policy for Wallsend Jubilee Primary School. I agree to support the school in ensuring my child follows these expectations.

Parent/Carer Name: _____

Signature: _____

Date: _____

Student Agreement

I confirm that I have read and understood the Mobile Phone Policy for Wallsend Jubilee Primary School and agree to follow the rules outlined.

Student Name: _____

Signature: _____

Date: _____