The Holy Spirit Catholic Multi Academy Company

Mobile Phone Policy for Pupils

'With grace and humility, glorify the Lord by your life.'

This Mobile Phone Policy has been approved and adopted by the Education Standards Committee in July 2026 and will be reviewed in July 2027.

Signed by the Chair of the Education Standards Committee:

Signed by the Principal:

Mobile Phone Policy for Pupils

This policy applies to all pupils at St. Anne's, part of The Holy Spirit Catholic MAC. It is consistent with the Trust's approach to mobile phones and with the Department for Education's guidance on mobile phone-free environments.

1. Rationale

Mobile phones can distract pupils from learning and present safeguarding risks, especially in primary settings. To maintain a calm, safe and focused school environment, and to protect pupil wellbeing, St. Anne's operates a strictly controlled approach to mobile phones. This policy applies to mobile phones, smartwatches, and any device capable of messaging, recording, or internet access. This policy also supports the school's safeguarding duty to protect pupils from online harms, including exposure to inappropriate content, cyberbullying, and misuse of images.

2. Expectations by Year Group

Lower School – Nursery, Reception, Year 1 & Year 2

- Pupils must not bring mobile phones to school.
- No phones are permitted on school premises for any reason.

Upper School – Year 3 & Year 4

- Pupils should not bring mobile phones unless there is an essential safety or welfare reason.
- Parents/carers must discuss this with the Senior Leadership Team (SLT) before a phone is brought in.
- If permission is granted, the pupil must hand the phone in at the school office each morning.
- Phones will be stored securely and returned to the pupil at the end of the school day.

Upper School – Year 5 & Year 6

Pupils may bring a mobile phone only if needed for safety when travelling independently to or from school.

- Phones must be handed to the class teacher at the start of every school day.
- Phones will be stored in a locked box and returned at home time.
- Phones must not be kept in pockets, bags, coats, or desks.

3. Use of Mobile Phones on School Property or on School Trips

To ensure safeguarding and protect pupils' privacy:

- Pupils must not use mobile phones anywhere on school grounds, including:
    - Morning or end-of-day playground
    - After-school clubs
    - Indoor or outdoor school areas
- Phones must never be used to take photographs, videos, or recordings of any kind.
- Phones must remain switched off while on the school site and not used before handing in or after collection.
- Phones must not be taken on school trips/visits.

4. Confiscation of Mobile Phones

In line with Trust expectations:

- If a phone is seen, used, or heard on school property, it will be confiscated.
- Confiscated phones will be stored securely.
- Phones will only be returned to a parent or carer.
- Repeated breaches may result in the pupil no longer being permitted to bring a phone onto the school site.

5. Serious Misuse of Mobile Phones

Serious misuse includes, but is not limited to:

- Taking photos or videos
- Recording others without permission
- Using the device to cause upset, distress, or harm

Such actions will result in:

- Removal of the right to bring a phone to school for a set period
- Contact with parents/carers
- Formal disciplinary measures as required

6. Charging Mobile Phones

- Pupils are not permitted to charge mobile phones in school.
- No charging devices or cables should be brought onto school premises.

7. Non-Compliance

- If a pupil refuses to hand over a phone, this will be treated as a serious behaviour incident.
- Parents/carers may be called into school.
- Senior staff and, where necessary, governors will be informed.

8. Liability

- The school does not accept responsibility for loss, theft, or damage to mobile devices brought to school.
- Phones are brought onto school premises at the pupil's and family's own risk, and only with prior agreement where required.

7. Monitoring and Review

The school is committed to ensuring that this policy has a positive impact on pupils' education, behaviour, and welfare. When reviewing the policy, the school will consider:

- Feedback from pupils, parents, and teachers
- Records of behaviour and safeguarding incidents
- Relevant advice from the Department for Education