



# HOOK JUNIOR SCHOOL

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## Smartphone & Mobile Device Policy

<b>Policy status</b>	Non-statutory school derived policy
<b>Date Reviewed:</b>	December 2025
<b>Next Review:</b>	September 2027
<b>Review Cycle:</b>	2 years
<b>Reviewing committee:</b>	Senior Leadership Team
<b>Linked Policies:</b>	Child Protection and Safeguarding Online safety IT and internet acceptable use Parent code of conduct Staff code of conduct Complaints policy Equality policy Home Learning Policy Home School Partnership agreement

Below is the **updated version** of your smartphone policy with references aligned to **Keeping Children Safe in Education (KCSIE) 2025** and the **latest DfE guidance for 2024–2025**, including updated expectations around online safety, digital device misuse, and safeguarding responsibilities.

(Where KCSIE 2025 introduces strengthened wording, I have incorporated it clearly and appropriately.)

### 1. Introduction and aims

At Hook Junior school we recognise that mobile phones and similar devices, including smartphones, are an important part of everyday life for parents/carers and staff, as well as the wider school community.

Our policy aims to:

- Promote safe and responsible phone use and protect well-being
- Set clear guidelines on mobile phone use for pupils, staff, parents/carers, visitors and volunteers
- Support the school's safeguarding and behaviour policies

Mobile phones present specific challenges for children, including:

- Online and offline safeguarding risks, including access to harmful content, bullying and harassment
- Distraction from face-to-face social interaction, leading to reduced connection and confidence
- Peer pressure and early exposure to social media, group chats or inappropriate communication
- Negative impact on wellbeing, including anxiety, poor sleep, and reduced self-esteem

## **Latest Guidance (2024–2025)**

This policy reflects the following statutory and national guidance:

- **Keeping Children Safe in Education (KCSIE 2025)** – with strengthened emphasis on:
  - digital safeguarding as a core element of child protection
  - risks of peer-on-peer abuse facilitated through devices
  - preventing exposure to age-inappropriate content, including through personal devices
  - staff responsibilities to model safe digital behaviour
- **DfE Mobile Phones in Schools Guidance (2024)** – requiring schools to prohibit the use of mobile phones during the school day
- **Searching, Screening and Confiscation Guidance (2023, applied in 2025)**
- **Behaviour in Schools Guidance (2024 updates)**

Throughout this policy, “mobile phones” refers to both smart and non-smart devices.

## **2. Roles and responsibilities**

All staff—including supply staff, volunteers and support staff—are responsible for consistently enforcing this policy and modelling safe and appropriate digital behaviour.

Staff will help pupils understand:

- the risks associated with mobile phone use
- how smartphones can affect wellbeing and social relationships
- how a phone-free school supports safety and academic focus

**In line with KCSIE 2025:**

- Staff must be alert to online harms **both inside and outside school**, including those occurring via personal devices.
- Staff must report any device-related safeguarding concern following the school's safeguarding procedures.
- Staff must understand how misuse of mobile phones can facilitate peer-on-peer abuse, harassment, upskirting, or grooming.

Leadership will communicate clearly with parents and respond promptly to any concerns about the policy.

### 3. Use of mobile phones by pupils

Pupils are **not permitted** to bring mobile phones onto the school site. This full ban was introduced in 2025 following broad consultation and aligns with national guidance supporting a **phone-free childhood**.

Pupils may not bring phones to any school-led external events, including trips and residential visits.

For families concerned about safety for independent travel, alternative strategies include:

- Using a doorbell camera to confirm arrival/departure
- Walking in groups or meeting at a designated location
- Using a non-smart phone *kept at home* for arrival texts
- Teaching the “Clever Never Goes” safety approach
- Providing an ID card with emergency contact details

#### 3.1 Exceptions to the ban

Exceptions will be extremely rare and must be requested **in writing** to the Executive Headteacher.

Permitted cases may include:

- pupils with medical devices requiring smartphone connectivity (e.g., diabetes monitoring). This will be recorded on the pupil's medical plan.
- exceptional family circumstances, risk assessments, or safeguarding plans

All permitted devices must be handed in at the office upon arrival and collected after school.

#### KCSIE 2025 alignment:

Any exception involving a mobile phone will be risk assessed, recorded, and monitored to ensure it does not introduce new safeguarding risks.

#### 3.2 Use of smartwatches by pupils

Smartwatches capable of messaging, calls, recordings, photography or internet access are **not allowed**.

Basic fitness trackers *without* communication or recording functions are permitted.

**KCSIE 2025 notes:**

Smart devices capable of recording or transmitting images pose safeguarding risks including covert recording, contact from unknown adults, or sharing images. Therefore, these devices are restricted.

## 3.3 Sanctions

Sanctions follow the school's behaviour policy and DfE expectations for consistent enforcement.

- **Accidental possession:**  
Phone must be handed in immediately; parents will be informed.
- **Repeated possession:**  
The phone will be confiscated until a responsible adult collects it.
- **Suspected possession:**  
Staff will seek cooperation from the pupil. Refusal may lead to sanctions.
- **Searching:**  
Searches must comply with:
  - DfE Searching, Screening & Confiscation guidance (2023)
  - KCSIE 2025 safeguarding requirements

A search may be authorised where there is reasonable suspicion and will always prioritise safeguarding, dignity and respect.

## 4. Use of mobile phones by staff

### 4.1 Personal mobile phones

Staff must not use personal phones in front of pupils or during working time unless authorised in exceptional circumstances (e.g., emergency use on a school trip or for any emergency situation).

Staff should seek permission from the Headteacher or Deputy Headteacher.

### 4.2 Data protection

Staff must not:

- Store or process school-related data on personal devices
- Photograph or record pupils using personal devices
- Enter pupil data into generative AI platforms
- Use personal apps or cloud services to store school information

This complies with UK GDPR, DfE digital safety expectations, and KCSIE 2025.

## 4.3 Safeguarding

In line with KCSIE 2025:

Staff must not:

- Share their personal phone number, email or social media profiles with pupils or parents
- Use personal devices to communicate with pupils
- Use personal devices to photograph or record pupils
- Store, send or access inappropriate content on school premises

All images or recordings must be taken using **school equipment only**.

## 5. Monitoring and review

The Headteacher is responsible for monitoring and reviewing the policy to ensure that it remains effective and compliant with emerging guidance.

Reviews will consider:

- Parent and pupil feedback
- Staff feedback
- Safeguarding and behaviour records
- DfE and KCSIE 2025 updates
- Local authority and national safeguarding advice
- Technological developments that may introduce new risks

The policy will be reviewed annually, or sooner if DfE or KCSIE guidance changes.

