



Mobile Phone and Electronic Device Policy

Policy date:	September 2023
Reviewed and updated:	September 2025
Date of next review:	September 2027
Owner:	Deputy Head
Intended audience:	Pupils, parents and all staff
Location:	School Portal

1. Purpose and Scope of the Policy

1.1 The aims of this policy include:

- To allow pupils to have more time to be physically active and to socialise with others in person;
- To protect pupils from the negative effects of social media;
- To encourage focus and minimise distraction during study;
- To educate pupils in using technology sensibly and positively.

1.2 This policy applies to all pupils in all year groups. It will be reviewed regularly. We value the feedback and contributions of all members of the community and wish to work in partnership with parents and pupils.

1.3 The policy should be read in conjunction with the School's Safeguarding and Child Protection Policy, and the PSHE Policy. The School's policy on mobile phones will support the PSHE programme, the School's visiting lecture programme and work by the Pastoral team to educate pupils about the risks and dangers of technology, as well as the benefits and advantages of its use.

2. Pupil Use

2.1 Pre-Prep and Prep School (up to Year 6)

No smartphones are permitted during the school day. Any smartphones brought into school must be handed in on arrival, and collected before departure. Smart watches (apple watches, fitbits) are permitted, but must not be connected to smartphones during the school day.

2.2 Senior School (Years 7 and above)

No smartphones are permitted during the school day. Any smartphones brought into school must be handed in on arrival, and collected before departure. Smart watches (apple watches, fitbits) are permitted, but must not be connected to smartphones during the school day.

3. Other Devices (laptops, desktop devices, tablets)

Only devices that are enrolled in the School's device management system may be used during lessons and then with specific permission of teachers. Pupils from Year 5 onwards will have their own iPads in school but these will only be wi-fi enabled and monitored closely by staff members and School internet filters.

4. Further Guidance

4.1 On the very rare occasion that a pupil may need to contact home, they may use one of the telephones in the School Office, that will be monitored by the School Secretary.

4.2 No pupil is allowed to use any device, including their school iPad, during break times. The exception to this is those pupils in Year 10 or above, who may use the library for further study during break times if they wish.

5. Sanctions

- 5.1 Failure to follow the above rules will result in the confiscation of the phone; it will only be returned personally to a parent/guardian of the owner of the phone.

Version history		
Date	Reviewed by	Notes
September 2023	Deputy Head	Policy prepared for 1 st year (Years 3-8)
September 2025	Deputy Head	Reviewed and updated – changes made in line with the expanding age range