



Mobile Phone Policy

June 2025

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Approved By and Date:	QES Committee - June 2025
Date of Next Monitoring & Review	June 2026
SLT Responsible for Monitoring & Review	The schools' headteachers

MARK Education Trust
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1. Legal framework

This policy has due regard to all relevant legislation and statutory and good practice guidance including, but not limited to, the following:

- DfE (2024) 'Mobile phones in schools'
- DfE (2024) 'Creating a mobile phone-free environment'
- DfE (2024) 'Behaviour in Schools'
- DfE (2023) 'Keeping children safe in education 2024'
- DfE (2023) 'Searching, screening and confiscation at school'
- Data Protection Act 2018
- The UK General Data Protection Regulation (UK GDPR)
- Voyeurism (Offences) Act 2019
- Protection of Children Act 1978
- Sexual Offences Act 2003
- DfE (2014) 'Cyberbullying: Advice for headteachers and school staff'

2. Rationale

MARK Education Trust's vision is that it will create 'happy and safe learning environments'. In practice this means that its schools which are calm and free from distraction so that all students, whatever their background, can learn and thrive. Due to a number of factors including the distraction of constant notifications and low level disruption from students checking their phones during lesson times which have led a decrease in concentration levels, and for some students issues with filming without permission and sharing on various platforms causing anxiety and distress, along with students always needing stimulation and having less time for in person socialising, MARK Education Trust is adopting a **never seen, used or heard** approach to the use of mobile phones during the school day.

The trust's policy is in line with the most recent guidance for schools from the Department of Education (DfE) regarding the use of mobile phones throughout the school day, see:

<https://www.gov.uk/government/publications/mobile-phones-in-schools>

In addition, research by Louis-Philippe Beland and Richard Murphy published by the Centre for Economic Performance at the London School of Economics on the banning of phones from school premises equates to an extra week's schooling over the academic year.

3. Reasonable adjustments

Schools have a duty under the Equality Act 2010 to take such steps as is reasonable to avoid substantial disadvantage to a disabled pupil caused by the school's policies or practices. Allowing a disabled student access to their mobile phone during the school day, where it is necessary due to the nature of their disability, may be considered a reasonable adjustment.

Schools also have a duty under the Children and Families Act 2014 to have arrangements in place to support students with medical conditions. In such cases mobile phone access for some students may depend on their individual circumstances and the academies will work with the families and students to make reasonable adjustments and identify appropriate arrangements.

4. Definitions

This policy refers to phones but covers all mobile devices such as smart watches, headphones and other similar technologies.

References to use of a mobile phone covers all uses not just phone calls; it includes, but is not restricted to, texting, use of the internet, social media, taking and sharing photos, file sharing.

5. Links to other policies

- [Behaviour Policy](#)

This policy covers the trust's expectations relating to student, staff and parent behaviour in school and deals with the consequences for not following those expectations.

- [Parent Code of Conduct](#)

This document outlines how parents and carers are expected to work alongside the trust's schools in relation to reflecting the trust's values and ethos.

- Staff Code of Conduct

This document outlines how staff are expected to work in the trust's schools in relation to reflecting the trust's values and ethos.

- [Student Anti-bullying policy](#)

This policy covers the trust's approach to dealing with and preventing bullying in its schools.

- [Student and Staff Acceptable Use Policy](#)

This policy sets out the safe and acceptable use of the trust's IT network, systems and devices and clear guidelines for students and staff in relation to e-safety and data protection

6. Students

"Mobile phones never seen, used or heard"

- Students can bring their mobile phones to and from school so their phone is available for use when travelling to and from school
- Whilst on school site, mobile phones must **never be seen, used or heard** – this is from the moment students enter the school gates until they leave through a school gate
- Mobile phones must be switched off and at the bottom of the student's bag or in their locker (not a pocket) from entering the school site at the beginning of the day until leaving the school site at the end of the day
- This policy also applies to any mobile device, smart watch or electronic device including headphones

Exceptions

- Students who require use of a mobile phone due to a disability or for a medical purpose will be issued with a medical card from welfare. Permission must be sought and the medical card shown before the mobile phone is used.
- Students who feel the need to contact parents/carers during the school day should report to Reception or Student Support who will if necessary make the contact.

- The use of mobile phones on school trips will be at the discretion of the school, depending on the nature of the trip and the age of the students.
- Sixth form students may mobile devices in communal areas, such as the sixth form café but only in the sixth form centre. in lessons upon request of staff.

Sanctions

- **First time** – Phone or device will be confiscated until the end of the day
- **Second time** – Phone or device will be confiscated until the end of the day and for the next 5 school days, phone to be handed into the year team at the beginning of the day
- **Third time** - and any following times in any academic year – Phone confiscated until the end of the day, phone to be handed in at the beginning of the day for the next 5 days and student isolation applied
- Refusal to hand over a phone will be dealt with under the trust's [Behaviour Policy](#).

Students are reminded that mobile phone bullying, intimidation, or any content of a violent or sexual nature may be a criminal offence and will be reported to the police. This includes recording incidents of student interactions. Students are not allowed to take photos or recordings of staff or other students; in these circumstances the behaviour policy will be applied.

Students need to take responsibility for their timetable without using their mobile phone.

The school will not be held responsible for missing or damaged mobile phones or smartwatches, and any theft or damage that occurs either on the way to and from school, or in school, will not be investigated by the school. Mobile phones, smartwatches and other assisted technologies are brought into school at the owner's risk

7. Staff

When at school, staff are not permitted to make or receive calls, or send texts, while **students** are present. Use of personal mobile phones must be restricted to areas of a school where **students** are not present. However, there may be circumstances in which it is appropriate for a staff member to have use of their phone during this time. For instance:

- For emergency contact by their child, or their child's school
- In the case of acutely ill dependents or family members

8. Parents and carers

- Parents and carers should not use their phones when on school premises.
- Parents and carers who need to contact their child during the school day should contact Reception/Student Support if they wish to contact their child. This way the school can best support that student if an emergency has arisen.

9. Monitoring and review

This policy is monitored by each school's headteacher and Designated Safeguarding Lead.

The scheduled review date for this policy is June 2026.