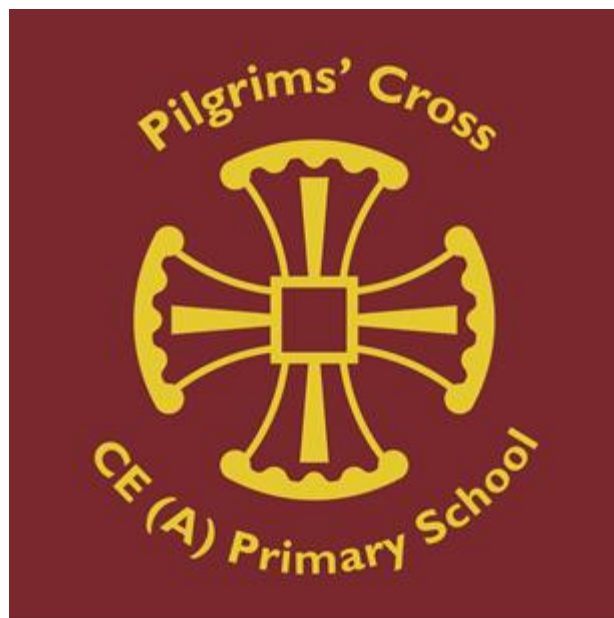


*Learning, to make a difference, in
God's world*

Pilgrims' Cross CE Aided Primary School



Mobile Phones & Tech Policy 2026-2027

Revision No.	Date Issued	Prepared By	Approved	Comments
1	May 2026	JC	FGB	New policy

1. Introduction and aims

At Pilgrims' Cross Primary School, we recognise that mobile phones and similar devices, including smartwatches, are an important part of everyday life for our pupils, parents/carers and staff, as well as the wider school community.

Our policy aims to:

- Promote safe and responsible phone, smartwatch & tech use
- Set clear guidelines for the use of mobile phones and smartwatches for pupils, staff, parents/carers, visitors and volunteers
- Support the school's other policies, especially those related to child protection and behaviour

Our approach to online safety is based on addressing the following categories of risk:

- **CONTENT** – being exposed to illegal, inappropriate or harmful content, such as pornography, misinformation, disinformation (including fake news), conspiracy theories, racism, misogyny, self-harm, suicide, antisemitism, radicalisation and extremism
- **CONTACT**– being subjected to harmful online interaction with other users, such as peer-to-peer pressure, commercial advertising and adults posing as children or young adults with the intention to groom or exploit the user for sexual, criminal, financial or other purposes
- **CONDUCT** – personal online behaviour that increases the likelihood of, or causes, harm, such as making, sending and receiving explicit images (e.g. consensual and non-consensual sharing of nudes and semi-nudes and/or pornography), sharing other explicit images and online bullying; and
- **COMMERCE** – risks such as online gambling, inappropriate advertising, phishing and/or financial scams

This policy also aims to address some of the challenges posed by mobile phones, smartwatches and other tech in school, such as:

- Risks to child protection
- Data protection issues
- Potential for lesson disruption
- Risk of theft, loss, or damage
- Appropriate use of technology in the classroom

2. Relevant guidance

This policy meets the requirements of the Department for Education's non-statutory [mobile phone guidance](#) and [behaviour guidance](#).

This policy is also based on the Department for Education's (DfE's) statutory safeguarding guidance, [Keeping Children Safe in Education](#), and its advice for schools on:

- [Teaching online safety](#)
- [Meeting digital and technology standards](#)
- [Preventing and tackling bullying](#) and [cyber-bullying: advice for headteachers and school staff](#)
- [Relationships and sex education RSE and health education](#)
- [Searching, screening and confiscation](#)

It also refers to the DfE's guidance on [protecting children from radicalisation](#).

It reflects existing legislation, including but not limited to the [Education Act 1996](#) (as amended), the [Education and Inspections Act 2006](#) and the [Equality Act 2010](#). In addition, it reflects the [Education Act 2011](#), which has given teachers stronger powers to tackle cyber-bullying by, if necessary, searching for and deleting inappropriate images or files on pupils' electronic devices where they believe there is a 'good reason' to do so.

The policy also takes into account the National Curriculum computing programmes of study.

3. Roles and responsibilities

3.1 Staff

All staff (including teachers, support staff and supply staff) are responsible for consistently enforcing this policy.

Volunteers, or anyone else otherwise engaged by the school, must alert a member of staff if they witness, or are aware of, a breach of this policy.

The Headteacher is responsible for monitoring the policy every year, reviewing it, and holding staff and pupils accountable for its implementation.

Staff will address any questions or concerns from parents/carers, quickly and clearly communicate the reasons for prohibiting the use of mobile phones and smartwatches.

4. Use of mobile phones & smartwatches by staff

The DfE's non-statutory mobile phone guidance says that staff should not use their own mobile phone for personal reasons in front of pupils throughout the school day.

4.1 Personal mobile phones

Staff (including volunteers, contractors and anyone else otherwise engaged by the school) are not permitted to use their personal mobile phone or smartwatch, while children are

present/during contact time. Use of personal mobile phones and smartwatches must be restricted to non-contact time, and to areas of the school where pupils are not present (such as the staffroom).

There may be circumstances in which it's appropriate for a member of staff to have use of their phone during contact time for personal reasons. For instance:

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

The headteacher will decide on a case-by-basis whether to allow for special arrangements.

If special arrangements are not deemed necessary, school staff can use the school office number **(01264) 369523** as a point of emergency contact.

4.2 Data protection

Staff must not use their personal mobile phones or smartwatches to process personal data, or any other confidential school information, including entering such data into generative artificial intelligence (AI) tools (e.g. ChatGPT and Google Bard).

More detailed guidance on data protection can be found in our Data Protection Policy and Acceptable Use of IT and Acceptable use of AI policies.

4.3 Safeguarding

Staff must not give their personal contact details to parents/carers or pupils, including connecting through social media and messaging apps.

Staff must avoid publicising their contact details on any social media platform or website, to avoid unwanted contact by parents/carers or pupils. Please see our Acceptable Use of IT Policy for more detail.

Staff must not use their personal mobile phones to take photographs or recordings of pupils, their work, or anything else that could identify a pupil. If it's necessary to take photos or recordings as part of a lesson/school trip/activity, this must be done using school equipment.

4.4 Using personal mobiles for work purposes

In some circumstances, it may be appropriate for staff to use personal mobile phones for work. Such circumstances may include, but are not limited to:

- Use of multi-factor authentication, for example on CPOMS for safeguarding matters
- Emergency evacuations
- Supervising off-site trips
- Supervising residential visits

In these circumstances, staff will:

- Use their mobile phones in an appropriate and professional manner, in line with our staff code of conduct
- Not use their phones to take photographs or recordings of pupils, their work, or anything else that could identify a pupil
- Refrain from using their phones to contact parents/carers. If necessary, contact must be made via the school office

4.5 Work phones

Only authorised staff are permitted to use school phones, and access to the phone must not be provided to anyone without authorisation.

Staff must:

- Only use phone functions for work purposes, including making/receiving calls, sending/receiving emails or other communications, or using the internet
- Ensure that communication or conduct linked to the device is appropriate and professional at all times, in line with our staff code of conduct

4.6 Sanctions

Staff that fail to adhere to this policy may face disciplinary action. See the school's staff disciplinary policy for more information.

5. Use of mobile phones by pupils

Any phones brought by Year 6 pupils will be collected in, at the classroom door, by their class teacher or Learning Support Assistant. Pupils should not use their mobile phones when on the school premises. Once through the gates, the phone must be off. Only when leaving the school gates in the afternoon may it be switched on again.

The school **strongly** encourages parents/carers to resist purchasing a smartphone for their child.

5.1 Smartphones

To encourage a smartphone-free childhood, Pilgrims' Cross Primary School are clearly stating that, from September 1st 2026, we NOT allow Year 6 children to bring smartphones to school. If a smartphone is discovered to have been brought in by a child, it will be confiscated and taken to the school office for collection by the parent/carer (see **5.4 Sanctions**, below).

Year 6 pupils, walking in, to school, may bring a **simple 'brick' phone only**, allowing voice calls and texts without internet access, handing it in to the class teacher upon entry.

Parents may, alternatively, wish to purchase an air tag, if they are concerned about their child's safety during the walk to and from school, if unaccompanied. Air tags or any GPS devices are NOT allowed on school residential visits. This causes increased risk to all children involved and is against our safeguarding and child protection policy.

Useful links:

The current best 'brick' phones: <https://www.independent.co.uk/extras/indybest/gadgets-tech/best-dumbphones-b2717333.html>

NSPCC guidance: <https://www.nspcc.org.uk/keeping-children-safe/online-safety/access-to-technology-for-different-ages/>

Smartphone-free childhood: <https://www.smartphonefreechildhood.org/the-issue/evidence>

5.2 Use of smartwatches by pupils

The DfE's non-statutory mobile phone guidance includes in the term 'mobile phones' all devices with communications and smart technology that the school chooses to include in their policy.

Smartwatches are wristwatches with smart technology in them. They can be used to tell the time, send and receive text and voice messages, make calls and listen to music. Some smart watches have wellness and health-related features.

No internet-linked devices, e.g. smartwatches, are to be brought in to school, even if they can be put onto "school settings", meaning they are disabled between certain hours. The Governors & Leadership Team at Pilgrims' Cross Primary School believe that a simple analogue or digital watch is sufficient for the school day. All classrooms have clocks, so there is no need for this technology to be present in school.

If a smartwatch is discovered to have been brought in by a child, it will be confiscated and taken to the school office for collection by the parent/carer (see **5.4 Sanctions**, below).

5.3 Exceptions for special circumstances

Pupils with diabetes who use their phones to monitor their blood sugar are exempt from the above guidance. These phones are to be used for medical purposes only.

5.4 Sanctions

If in breach of this policy, sanctions will apply:

- Smartphones and smartwatches will be confiscated (Schools are permitted to confiscate phones from pupils under [sections 91](#) and [94](#) of the Education and Inspections Act 2006). See also the DfE's [Searching, Screening and Confiscation guidance](#). If a pupil's 'brick' phone is not handed in to the class teacher during school hours, they will also be confiscated. If the school confiscates a phone or smartwatch, it becomes responsible for that device and can be held responsible for loss, theft or damage. Any phones or devices confiscated will be stored in the school safe until collection by a parent/carer.
- Any member of staff is permitted to confiscate a smart device and pass to the Headteacher. DfE guidance allows schools to search a pupil's phone or smart device if there is good reason to do so (for example having reason to believe the phone contains pornographic images, or if it is being/has been used to commit an offence or cause harm to another person).

- Phones can be collected by parents/carers the same day, from the school office. However, if there is a repeat of the same child bringing in a device, the length of time that the school may hold the device before allowing collection by parents/carers will be determined by the Headteacher on a case-by-case basis. Headteachers can confiscate mobile phones and similar devices for the length of time they deem proportionate, according to the [DfE's guidance on mobile phones in schools](#).

6. Use of mobile phones by parents/carers, volunteers and visitors

Parents/carers, visitors and volunteers (including governors and contractors) must adhere to this policy as it relates to staff if they are on the school site during the school day.

This means:

- Not taking unauthorised pictures or recordings of pupils, unless it's at a public event (such as a school fair), or of their own child
- Using any photographs or recordings taken at school performances, Friday Vision Worship or Sports Day for personal use only, and not posting on social media without consent
- Not using phones in lessons, or when working with pupils

Parents/carers, visitors and volunteers will be informed of the rules for mobile phone use when they sign in at reception or attend a public event at school.

Parents/carers or volunteers supervising school trips or residential visits must not:

- Use their phone to make contact with other parents/carers
- Take photos or recordings of pupils, their work, or anything else that could identify a pupil

7. Loss, theft or damage

Pupils bringing mobile phones to school must ensure that the phones are appropriately labelled and are stored securely when not in use by handing them in to their class teacher, Learning Support Assistant or at the school office.

Pupils must secure their mobile phones as much as possible, including using passwords or pin codes to protect access to the phone's functions.

The school accepts no responsibility for mobile phones that are lost, damaged or stolen on school premises or while pupils are travelling to and from school.

If found, lost phones should be returned to the school office. The school will then attempt to contact the owner.

8. 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 take into account:

- Feedback from parents/carers and pupils
- Feedback from staff
- Records of behaviour and safeguarding incidents
- Relevant advice from the Department for Education, the local authority and any other relevant organisations

19. Links with other policies

This policy should be read in conjunction with;

- Safeguarding Policy
- Child Protection Policy
- Acceptable use of Technology Policy

Appendix 1: Alternative options to Smartphones

This list is not comprehensive and will be updated annually based on the changes in technology and the available device son the market. As a school we have focussed the options firstly associated with keeping children safe and allowing a level of independence for our children in Year 5 and 6. Children in classes below Year 5 and not permitted to have any electronic communication device in school.

Nokia 105 £19.99

Sim-free mobile phone
Talk, text and wireless FM radio
Amazing battery life
Torch and snake game



Nokia 2660 Flip £50-60

Texts and phone calls
Very long-lasting battery
Range of colours
Bright, colourful display (non-pixelated text)
Built in FM radio, MP3 player and torch
Snake (and Tetris but you need to pay for the full game)
Single rear facing camera (no selfies!)



Nokia 5710 £74.99

Like an iPod with in-built wireless earbuds which charge when not in use Inbuilt mp3 player with storage for thousands of songs
Inbuilt speaker Wireless FM radio Great sound quality Great battery life No wifi or whatsapp



Sim cards

IMPORTANT – When you get a SIM card for your child’s phone, make sure that it has **NO DATA** roaming, only calls and texts so that there **is no chance that they can access the internet.**

Appendix 2: Personal Electronic Devices Agreement Form

Parent/carer of Year 6 pupil(s)- personal electronic devices agreement

I, _____, recognise that the school bears no responsibility for personal electronic devices lost, damaged or stolen on school property or on journeys to and from school. I agree to the terms of this policy and will discuss the responsibility of owning a

personal electronic device with my child (name) _____.

I understand that a teacher may confiscate devices used in an unacceptable manner as detailed in the policy.

Year 6 pupil personal electronic devices agreement

I, _____, understand that bringing a personal electronic device to school is a privilege that may be taken away if I abuse it. I agree to abide by the policy and understand the consequences if I fail to do so.

Signed by

Pupil		Date	
Parent		Date	
Headteacher		Date	