Live, Learn, Thrive;
Love God, Love each other

POLICY FOR

MOBILE PHONES

This policy is based on the LCC model/ template.

Policy set: September 2026 Review date: September 2029

SCHOOL VISION

'Love the Lord your God with all your heart, all your soil, all your strength and all your mind,' and 'Love your neighbour as yourself.' Luke 10:27

SCHOOL CHRISTIAN VALUES

Wisdom – Respect – Perseverance – Aspiration – Service – Justice

Policy References

This policy is written with reference to school/ DfE policies and procedures. School policies and procedures can be found on our website: https://www.skertonstlukes.lancs.sch.uk/our-school/policies

- Child Protection and Safeguarding Policy
- Staff code of conduct
- Online Safety

Introduction and Aims

At Skerton St Luke's CE Primary School the welfare and well-being of our pupils is paramount. The aim of the Mobile Phone Policy is to allow users to benefit from modern communication technologies, whilst promoting safe and appropriate practice through establishing clear and robust acceptable mobile user guidelines. This is achieved through balancing protection against potential misuse with the recognition that mobile phones are effective communication tools. It is recognised that it is the enhanced functions of many mobile phones that cause the most concern, offering distractions and disruption to the working day, and which are most susceptible to misuse - including the taking and distribution of indecent images, exploitation and bullying. However, as it is difficult to detect specific usage, this policy refers to ALL mobile communication devices.

This policy applies to all individuals who have access to personal mobile phones on site. This includes staff, volunteers, governors, children, young people, parents, carers, visitors and contractors. This list is not exhaustive.

The mobile phone policy will be shared with staff and volunteers as part of their induction. It will also be available to parents via the school office and website

Staff

- Personal mobile phones should not be used or indeed be visible in classrooms or other space for working with children.
- Mobile phones should be stored away with appropriate silencing of notifications.
- Staff must not use their personal mobile devices to take photographs of children without express authorisation from the Headteacher for a specific purpose.
- If staff need to use a mobile phone to message or make calls during their lunch break, they should only do so in the school office/s or staff room. If staff are expecting an urgent personal call and need to have a mobile phone on their person, permission must be sought, in advance, from the Headteacher.
- Smart watches should only be used for basic watch functions. For wider communication functionality, the same expectations apply as to those on using mobile phones.

For full details see the *Child Protection and Safeguarding Policy 2026-2027.*

Pupils

We recognise that mobile phones are part of everyday life for many children and that they can play an important role in helping pupils to feel safe and secure. However, we also recognise that they can prove a distraction in school and can provide a means of bullying or intimidating others. Therefore in the event of a parent wishing for his/her child to bring a mobile phone to school to contact the parent after school:

• Pupils are only to bring their phone to school if they will be travelling to or from school without adult supervision

• Pupils are not permitted to have mobile phones at school unless they have emailed contact-us@skertonstlukes.lancs.sch.uk or written a letter addressed to the School Office, to give permission for their child to bring their mobile phone to school

• Pupils MUST go straight to the school office to hand in their phone. They cannot be inside the school building with a mobile phone.
• The phone must be switched off and handed in to the school office first thing in the morning and collected from them by the child at home time (the phone is left at the owner's own risk).
• Mobile phones brought to school without permission will be confiscated and returned at the end of the day.
• Where mobile phones are used in or out of school to bully or intimidate others, then the Headteacher does have the power to intervene 'to such an extent as it is reasonable to regulate the behaviour of pupils when they are off the school site' - refer to Anti-Bullying Policy.

Volunteers, Visitors, Governors and Contractors

All volunteers, visitors, governors and contractors are expected to follow our mobile phone policy whilst on the premises. On arrival, such visitors will be informed of our expectations around the use of mobile phones.

Parents

While we would prefer parents not to use their mobile phones while at school, we recognise that this would be impossible to regulate and that many parents see their phones as essential means of communication at all times. We therefore ask that parents' usage of mobile phones and other devices, whilst on the school site is courteous and appropriate to the school environment. We also allow parents to photograph or video school events such as shows or sports day using their mobile phones – but insist that parents do not publish images (e.g. on social networking sites) that include any children other than their own. This is at the head teachers' discretion – parents will be notified prior to the event if it is decided no photos or videos are to be taken. We ask that parents refrain from taking photographs, videos or face-timing in child-facing area of the playground at the end of the school day.