Ward Jackson Church of England Primary School

Mobile Phones and Personal Devices Policy

Policy Approved: November 2026

To be reviewed: September 2027

Mobile Phones and Personal Devices Policy

1. Purpose

Ward Jackson Church of England Primary School is committed to providing a safe, secure and positive environment for all pupils.

Mobile phones, smart watches, smart glasses and other personal connected devices can present safeguarding, privacy and online safety risks within a school environment. This policy sets out clear expectations for pupils, staff, parents, carers and visitors.

2. Smart Glasses

Smart glasses are not permitted anywhere on the school site.

This includes any glasses or wearable device capable of taking photographs, recording video or audio, accessing the internet, making calls, sending or receiving messages, or using artificial intelligence or similar digital functions.

This prohibition applies to **pupils, staff, parents, carers, visitors, contractors and volunteers**.

Smart glasses must not be worn or used anywhere on school premises, including classrooms, corridors, offices, the playground or school yard, or during school events held on the school site.

This rule is in place to protect the privacy and safeguarding of our children and staff.

3. Staff Mobile Phones and Smart Watches

Staff mobile phones and smart watches must be used in accordance with the school's **Acceptable Use Policy** and safeguarding procedures.

Personal devices should not be used in a way that distracts from professional responsibilities or compromises the privacy, safety or safeguarding of pupils.

Staff must not use personal devices to photograph, video or record pupils or access or store pupil information unless this is specifically permitted through an authorised school system or process.

4. Pupils and Smart Watches

Pupils are not permitted to bring smart watches or other connected wearable devices into school.

This includes devices capable of messaging, making or receiving calls, taking photographs, recording audio or video, accessing the internet, tracking location or accessing apps.

Where a child requires a specific device for an agreed medical or accessibility need, this must be discussed with the Headteacher in advance.

5. Pupils and Mobile Phones

Ward Jackson CE Primary School supports the principles of the **Smartphone Free Childhood** campaign and encourages families to delay giving children smartphones.

As a general rule, **pupils should not bring mobile phones to school**.

We recognise that there may be a limited safeguarding reason for an older child to carry a phone when travelling independently.

Children in **Years 5 and 6 who have formally agreed permission to walk to and/or from school without an adult** may bring a mobile phone to school **only with prior permission from the Headteacher**.

Where permission has been given:

- the phone must be switched off before the child enters the school site;
- the phone must be handed in at the school office immediately on arrival;
- it will be kept securely during the school day;
- the child must collect the phone from the school office at home time; and
- the phone must remain switched off and unused until the child has left the school premises.

Permission to bring a phone to school is an exception and not an entitlement. The school may withdraw permission if these expectations are not followed.

6. Use of Mobile Phones on School Premises

Pupils must not access or use mobile phones anywhere on the school premises.

This applies:

- before school;
- during the school day;
- at home time and after school;
- on the playground or school yard;
- while waiting for clubs or activities; and
- **even when the child is with, or being supervised by, their own parent or carer.**

Once a child is on the school premises, these expectations apply regardless of whether the school day has formally started or finished.

A parent or carer giving their child permission to use a phone does not override the school's expectations while the child remains on school property.

7. Parents, Carers and Visitors

Parents, carers and visitors are asked to support the school in maintaining a safe environment for all children.

Mobile phones should be used sensitively when on school premises, particularly where children other than their own may be present.

Parents and visitors must not use personal devices to photograph, video or record children other than their own without appropriate permission.

Smart glasses are not permitted on the school site under any circumstances.

Anyone wearing smart glasses will be asked to remove and securely store them before entering or remaining on the school premises.

8. Breaches of the Policy

If a pupil brings or uses a device contrary to this policy, the device may be taken to the school office for safekeeping. Where appropriate, the school will contact the child's parent or carer and may require the device to be collected by an adult.

Repeated breaches may result in permission to bring a device onto school premises being withdrawn.

Any use of a device which raises a safeguarding, privacy or online safety concern will be managed in accordance with the school's safeguarding and child protection procedures.

9. Responsibility

We ask everyone in our school community to support these expectations. Clear and consistent boundaries around personal devices help us to protect children's privacy, reduce distractions and ensure that school remains a safe and positive environment for all.