



Stratton School

Mobile Phone Policy

Version Number:	1
Applicable To:	Whole School Community
Committee:	Academy Council
Approved On:	July Academy Council Meeting 2026
Review Cycle:	Annually
Date of Next Review:	July 2027

We belong at Stratton
where every individual is
known, valued, and supported.



Be Kind

Be Engaged

Be Ambitious

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School Values

Every child has the right to learn, but no child has the right to disrupt the learning of others. To enable our students to make positive decisions daily about their conduct, we have three values which highlight our expectations of students.

- **Be Kind** – We treat each other with dignity, acceptance and respect and act in a manner which promotes kindness
- **Be Engaged** – We are attentive in our learning and to the instructions provided from all members of staff
- **Be Ambitious** – We have a positive mindset in our learning and strive for the best version of ourselves

Purpose

- Ensure our environment is mobile phone-free by default
- Ensure the safe, responsible and lawful use of mobile phones, where applicable
- Provide clear guidelines for the use of mobile phones for pupils, staff, parents/carers, visitors and volunteers
- Support the school's other policies, especially those related to child protection and behaviour

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

- Risks to child protection
- Data protection issues
- Risk of theft, loss, or damage
- Appropriate use of technology for learning purposes

Relevant guidance

This policy meets the requirements of section 36 of the [Children's Wellbeing and Schools Act 2026](#), and the Department for Education (DfE)'s [mobile phone guidance](#) and [behaviour guidance](#). Further guidance that should be considered alongside this policy is [Keeping Children Safe in Education](#).

Roles and Responsibilities

All staff (including teachers, support staff and supply staff) are required to actively enforce this policy and challenge any breach of mobile phone restrictions immediately and consistently.

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 Principal and Academy Council are responsible for monitoring the policy and reviewing it every 2 years, 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.

Use of mobile phones by staff

The DfE's mobile phone guidance says that staff should not use their own mobile phone for personal reasons in front of pupils throughout the school day. All schools should be mobile phone-free environments by default: anything other than this should be by exception only.

4.1 Personal mobile phone usage

Staff (including volunteers, contractors and anyone else otherwise engaged by the school) are not permitted to use their personal mobile phone during the school day, while children are present. Use of personal mobile phones must be restricted to non-contact time, and to areas of the school where pupils are not present (such as the staffroom or an office).

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 (this list is non-exhaustive):

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

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

4.2 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.

4.3 Using personal mobiles for work purposes

In some circumstances, it may be appropriate for staff to use personal mobile phones or a similar device during the school day in front of pupils for work. Such circumstances may include, but are not limited to:

- Issuing homework, rewards or sanctions
- Accessing a register on MCAS/ Bromcom
- Use of multi-factor authentication
- Logging a My Concern
- 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

Use of mobile phones by pupils

Pupils (Y7-11) must not use their mobile phones during the school day, including during lessons, in the time between lessons, at breaktimes and at lunchtimes, unless explicitly authorised by a member of staff (for example, for a specific medical reason).

Pupils will be taught the risks that are associated with the use of mobile phones, both in school and more broadly, to ensure they understand the decision to prohibit the use of mobile phones throughout the school day. These risks can include a loss of focus in lessons, classroom disruption and an increase in bullying. Pupils will be encouraged to see a mobile-phone free environment as desirable and valuable.

- SEE the FAQs in the Appendix

5.2 Exceptions for special circumstances and for sixth-form pupils

The school will permit pupils to use a mobile phone in school, due to exceptional circumstances deemed medical. Permission will only be granted where there is a documented medical necessity. To request such permission, pupils or parents/carers should contact their House SLT Lead.

Sixth-form pupils are allowed access to their mobile phones during the school day, to reflect their increased independence and responsibility, but must not compromise our policy on the use of mobile phones for other pupils.

Therefore, they are only permitted to use their mobile phones or smart devices out of sight of younger pupils. Misuse of mobile phones or other devices by pupils in the sixth form will lead to sanctions according to our behaviour policy.

5.3 Sanctions

Action	Consequence
Pupil forgets phone pouch	Logged as equipment not brought to school – Remind Temporary Pouch issued
Pupil has phone out during the day or is seen with a second phone	Mobile phones will be confiscated for a period of three school days and stored securely in the Main Office. Where required for safeguarding reasons (e.g. travel to and from school), a ‘brick phone’ can be issued at a parent’s request during the confiscation period. The brick phone must remain in the designated pouch for the full duration of the confiscation period.
Pupil found in possession of a strong magnet attempting to break into pouch	This will be treated as a serious breach of the Behaviour Policy, and an appropriate sanction will be applied.
A pupil takes another pupils’ pouch	Lost or stolen pouches should be reported immediately to staff. Consequences in line with our Behaviour Policy will be applied to those found responsible for theft.
Pupil damages/breaks or compromises pouch	Pupil will have to purchase a new pouch - Currently set at £15

Staff have the power to search pupils' phones, as set out in the DfE's guidance on searching, screening and confiscation.

The DfE guidance allows appropriate staff to search a student's phone if there reason to believe the phone contains pornographic images, or if it is being/has been used to commit an offence or cause personal injury. Certain types of conduct, bullying or harassment can be classified as criminal conduct.

The school takes such conduct extremely seriously, and will involve the police or other agencies as appropriate in order to fulfil safeguarding duties.

Such conduct includes, but is not limited to:

- Sexting (consensual and non-consensual sharing nude or semi-nude images or videos)
- Upskirting
- Bullying or cyberbullying
- Threats of violence or assault
- Abusive calls, emails, social media posts or texts directed at someone on the basis of someone's ethnicity, religious beliefs or sexual orientation
- Malicious calls to 999
- Generated AI intended to cause hurt or harm

In each case, the sanction given must be reasonable and proportionate. The school will also consider whether:

- There are any relevant special circumstances (for example, age, religious requirements, special educational needs (SEN), disability)
- The pupil's behaviour may indicate they may be suffering, or at risk of, harm. If this is suspected, staff will follow the appropriate procedure set out in [Keeping Children Safe in Education](#). This will include speaking with the designated safeguarding lead (DSL) or deputy, who will consider if pastoral support, an early intervention, or a referral to children's social care, is appropriate

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

Parents are encouraged to reinforce and discuss this policy at home as appropriate, including the risks associated with mobile phone use and the benefits of a mobile phone-free environment.

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 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 for personal use only, and not posting on social media without consent
- Not using phones in lessons, when working with pupils or while children are present

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

Parents/carers or volunteers supervising trips are also responsible for enforcing the school's policy for pupils using their phones, but must refer any sanctions to a member of staff, as they do not have the power to search or confiscate devices.

Parents/carers must use the school House Hub as the first point of contact if they need to get in touch with their child during the school day. They must not try to contact their child on their personal mobile during the school day.

Loss, theft or damage

Pupils must store their phones in the provided pouches every day.

Staff must secure their personal phones, as well as any work phone provided to them, through pass code/ pin code. Failure by staff to do so could result in data breaches.

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

The pouches are school property and are lent to students to use during their time in school. Students should not damage, tamper with the pouches. If a pouch is vandalised, a student will be sanctioned in accordance with our school behaviour policy. Students will be required to purchase a replacement pouch.

Searching and Confiscation

Any prohibited items found in a student's possession will be confiscated, including mobile phones which are not locked in school pouches. Searching, screening and confiscation is conducted in line with the DfE's latest guidance on searching, screening and confiscation

Stratton school will also confiscate any item that is harmful or detrimental to school discipline, as outlined in our Behaviour policy.

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

About the Pouches

Do students buy the pouch?

The Hush pouch belongs to the school and is loaned to you for use during your time at Stratton School. If you purposefully damage the case, lose it or graffiti it, you will be required to pay for a new one at a cost of £15.

When are pouches needed

Between the hours of 8:40 and 3:10, Monday – Friday

What if my child loses their pouch?

Replacement pouches cost **£15** and can be ordered through the MCAS app. Financial support is available for students receiving Pupil Premium. The lost pouch will be added to the MCAS account and you will be informed in writing as well. Students will be issued a replacement pouch immediately to ensure the system continues to operate as intended

Is the school responsible if a device is damaged inside the pouch?

No. Pouches are padded and protect phones during normal school use. Students remain responsible for their devices. It is recommended that the phone is powered off when in the pouch, to conserve battery health.

Can the pouch be used at home?

Yes, if parents want to lock phones away for any reason at home, but please remember, it cannot be unlocked until students return to school.

What if the pouch gets wet?

It is water-repellent and fine with spills, but not fully waterproof—so some care is still needed.

Using the Pouches

How does the system work at the start of the day?

Students unlock their pouch at the front of school, place their phone inside, and lock it before entering the site.

What happens at the end of the day?

Unlocking stations are located:

- At the front of school
- In the playground
- By the community door/ PE exit
- Music Centre
- Main Office

Will my child miss their bus?

No. Other schools using pouches report no issues. We will have multiple unlocking stations to keep queues moving.

What if my child forgets to unlock their pouch?

The site is open until 4pm. They can return to unlock it, or wait until the next day. We have been told from other schools that this rarely happens!

What if my child doesn't bring a phone to school?

They will still be issued a pouch, which should remain in their school bag.

What if my child forgets their pouch?

If students forget their pouch they will be provided a loan pouch for the day. They can collect this from their house hub. This will carry a **remind** which could lead to a detention.

Arriving Late / Leaving School

What if my child arrives late due to an appointment?

Reception has an unlocking station so students can secure their phone when they sign in.

What if my child needs to leave school during the day?

Reception will unlock the pouch before they leave.

Medical Needs

What if my child needs their phone for a medical condition (e.g., diabetes)?

Students with a verified medical need requiring a smart device to monitor health (for example blood sugar, heart rate output) will receive a **Velcro medical pouch** which will also have a green medical symbol printed on the pouch. Use will be permitted for medical needs, but evidence will be required from a medical professional.

Communication During the School Day

How can I contact my child?

Your child's **SSA** is the first point of contact. If unavailable, reception will pass a message to the House Team. Parents are reminded that direct phone contact during the school day to a student device is not (has never been) part of the school policy.

How will my child contact me in an emergency?

As they do currently - Students can visit their House Office Hub or Main Reception. These are open throughout the day, including breaks and lunch.

Rules and Consequences

What happens if a mobile phone is seen outside the pouch?

If a mobile phone is confiscated, it will be held in school for **three full school days**. For example, a phone confiscated on a Friday will be returned to the student on Wednesday at 3:10pm. This approach is in line with other schools within our Trust. While some schools locally and nationally apply longer or more severe sanctions, we believe this is a proportionate and appropriate response. Parents will be informed whenever a confiscation occurs.

Our intention is not to focus on the sanction itself, but rather on the important benefits of reducing access to phones and screen time during the school day, allowing students to remain fully engaged in their learning over a sustained period.

What if a child brings two phones?

There is no reason for this. Any phone seen will be confiscated.

Do schools have the right to confiscate phones?

Yes. This is supported by Department for Education guidance on *Searching, Screening and Confiscation*.

[Searching, Screening and Confiscation](#)

Checks and Safeguarding

Will staff check what is in the pouches?

Yes. Spot checks will be carried out by trained staff, in line with national guidance. [Searching, Screening and Confiscation](#)

If a phone is found, we will apply the consequences for failing to adhere to the policy as noted above. Any further non-compliance will be escalated in line with our Conduct Policy.

Clubs, Activities & Daily Life

What if my child attends an after-school club at Stratton School?

They will unlock their pouch after the club ends.

What if my child attends an after-school away fixture?

They will unlock their pouch as they leave school on their way to the fixture. This is to ensure students can contact families when they are on their way back/ coordinate collection.

What if my child attends a school trip and will be back before the end of the school day

They will unlock their pouch after the trip ends, with everyone else at 3:10

What if my child attends a school trip and will be back after the end of the school day

This will be assessed on a case by case basis. We do agree that phones are a necessity to support risk assessments for students on trips such as Thorpe Park, where communication with the school trip lead, via the trip phone is needed. A phone usage statement will be included in all trip correspondence.

Will staff help students who struggle with coordination?

Yes. Staff are always on duty at the start and end of the day to support students.

What if a student arrives without their pouch?

They will collect a temporary pouch from their House Office. This will be treated like forgetting PE kit or homework.

How We Will Measure Success

We will monitor:

- Reduced phone confiscations

- Improved focus and engagement in lessons
- Student and staff survey feedback
- Day-to-day observations of behaviour and social interactions