

# Lavington Park Federation



## *Mobile Phone & Smart devices policy*

|                      |                                |
|----------------------|--------------------------------|
| Prepared/reviewed by | Headteacher                    |
| Approved by FGB      | 12 <sup>th</sup> February 2026 |
| Next Review          | Spring term 2027               |

## **1. Policy aim**

Graffham and Duncton Schools are committed to providing a calm, safe and focused learning environment where children can learn, play and socialise without distraction.

This policy sets clear expectations about mobile phones and smart devices during the school day and is designed to support pupils' learning, behaviour and wellbeing.

## **2. Key rule**

**Children should not bring mobile phones or smart devices to school unless prior permission has been given by the Headteacher.**

This rule applies to the entire school day, including lessons, transition times, breaktime and lunchtime.

## **3. Devices covered by this policy**

This policy applies to:

- Mobile phones
- Smart watches with calling, messaging, camera or internet capability
- Any other smart device that can record, access the internet, or send/receive messages

Simple, non-smart watches (time only) are allowed. Smart watches (timeonly) are allowed.

## **4. Bringing a phone to school (exceptional circumstances only)**

In exceptional circumstances (for example, travel safety), the Headteacher may give prior written permission for a child to bring a mobile phone to school.

When permission has been given:

- The phone must be switched off before entering the school grounds
- The phone must be handed in on arrival and stored securely by the school
- The phone will be returned at the end of the school day
- The phone must not be used during the school day under any circumstances

Smart watches with communication features follow the same rules.

## **5. Medical, SEND and safeguarding exceptions**

Reasonable adjustments will be made where a device is required for:

- Medical needs (e.g. diabetes monitoring)
- SEND or disability support

- Safeguarding needs

These arrangements must be agreed in advance with the Headteacher and documented in the child's individual plan. Use will be strictly limited to the agreed purpose.

## **6. Consequences of breaching the policy**

If a child brings or uses a mobile phone or smart device without permission:

1. The device will be confiscated and stored securely
2. Parents will be informed
3. The device must be collected by a parent or carer
4. Repeated breaches may result in a meeting with the Headteacher and withdrawal of any future permission

All consequences are applied calmly, consistently and in line with the school's Behaviour and Relationships Policy.

## **7. Staff expectations**

Staff and volunteers:

- Do not use personal mobile phones in front of pupils during the school day unless required for professional purposes
- Model responsible and appropriate use of technology at all times

## **8. Visitors and volunteers**

Visitors and contractors:

- Must not use mobile phones in classrooms or playgrounds when pupils are present

## **9. Trips, clubs and special events**

- This policy applies to school trips and on-site clubs
- Pupils do not need mobile phones on trips; staff will manage communication with families
- Any exceptions must be agreed in advance with the Headteacher

## **10. Contacting children during the day**

- If a child needs to contact home, this will be done through the school office
- Parents should contact children directly during the school day via the school office, if necessary

## **11. Review and communication**

This policy:

- Is shared with pupils, parents and staff
- Is applied consistently across both schools
- Will be reviewed annually or in response to updated national guidance