



Mobile Phone and Pouch Policy

1. Policy Aim

Guidance from the Department for Education, clearly shows the negative impact that mobile phones can have on pupil learning, behaviour, and wellbeing.

We have a duty to create a learning environment which is calm, safe and free from distraction so all pupils, whatever their background, can learn and thrive.

To achieve this, every pupil, in Years 7-11, has been given a personal mobile phone pouch. It is each pupil's responsibility to bring their pouch with them to school every day and keep it in good working condition.

Our rationale for doing this is clear:

- **Support safeguarding:** Limiting phone use during the school day reduces the risk of issues such as online bullying, inappropriate content sharing, and misuse of cameras on site.
 - **Promote wellbeing:** By limiting access to phones during the school day, we are helping pupils to build positive relationships face-to-face, reduce screen time, and protect them from the pressures of social media.
 - **Reduce distractions:** Mobile phones can disrupt learning and reduce focus in lessons. We want every child to have the best chance to engage fully with their education.
 - **Ensure consistency and fairness:** The system ensures that expectations are the same for all pupils and that staff time is focused on teaching and supporting pupils, rather than monitoring mobile phone use.
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2. School Trips / Fixtures / Events

This policy only applies when pupils are on school premises.

- If the school trip / fixture is for the whole day, pupils will not be required to lock their phone in pouches.
 - If pupils leave during the day, they will unlock their pouches before they leave the school site.
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3. Parents' / Carers' Responsibilities

- Parents should take the time to familiarise themselves with this policy, including any changes or updates that may occur.
- Parents should ensure that their children are prepared for school, including making sure they have their pouch with them.
- Parents should encourage their children to respect the school expectation that mobile phones must be kept in pouches, mobile phones are not used, seen or heard and see this expectation as necessary for a safe learning environment.

- Parents should maintain open communication with teachers and pastoral staff to stay informed about any issues related to their child's meeting of expectations contained in this policy.
- If the school informs parents about an incident of mobile phone misuse, parents / carers are requested to follow up with appropriate discussions at home to reinforce the importance of meeting school expectations.

4. Daily Procedure

Every pupil must place their phone inside their pouch. Pupils will do this during Morning Meetings/Mastery. Pupils who arrive late to school will do this before they enter the school, at reception.

Pouches will remain with the pupil throughout the school day. Pouches will remain locked during the day and are then opened at the end of the school by the pupils via the unlocking stations.

5. Pouches for Specific Medical Needs

The only exception to this rule is for pupils who have a medical health care plan and need their phone for medical purposes, e.g. to check insulin levels. Pupils with permission to use their mobile device for medical purposes will be given a pouch which is secured by Velcro rather than a locking mechanism, enabling the pupil to access their phone when needed.

6. Contacting Parents During the School Day

If a pupil believes that they need to make an emergency call, they can go to the Pastoral Office and explain why they need to make a call.

A member of the pastoral team or the office team will either:

- call the parent / carer on their behalf.
- support the pupil to call their parents / carers using a school phone.

7. Pupils Who Need to Leave During the School Day

If a pupil needs to be picked up, pouches will be unlocked as the pupil leaves, via reception, using the reception unlocking station.

The phone will be locked in the pouch when the pupil returns to school.

8. Mobile Phone Misuse

There are clear consequences in place for pupils who break these rules, which include:

1. Confiscation of mobile device.
2. Referral to the Reflection Room.
3. Potential suspension for defiance.
4. Mobile device to be locked in secure locker in pastoral office or main office.
5. Parent/Carer will be asked to collect the phone.

9. Phone Seen, Used or Heard During the School Day

If a pupil's phone is seen, used or heard later in the school day, the phone will be confiscated and locked in one of the secure boxes in school. The pupil will be referred to the Reflection Room for the equivalent of one day. Refusal to do this, may result in suspension.

10. Forgotten Pouch

If a pupil forgets their pouch and has brought their phone into school, it will be placed into one of the phone lockers situated in either the pastoral office or the school office. The phone can be collected at the end of the school day. They will be given a C2 rebuild for forgetting their pouch.

11. Lost Pouch

If a pupil loses their pouch, their phone will be placed in a secure locked box within school and returned at the end of the school day.

12. Refusal to Use Phone Pouch

If a pupil refuses to put their phone into a pouch or refuses to hand over their phone, the pupil will be referred to the Reflection Room. If the pupil continues to refuse, they risk being suspended .

13. Imitation Unlocking Magnets

If a pupil is found in possession of an unlocking magnet, or a similar strength magnet used to unlock the pouches, this will be considered a serious issue and could lead to a suspension.

14. Damage

Accidental Damage

The pouches are very robust. If a pouch breaks by accident, the pupil should notify the school immediately explaining what happened. The school will replace the pouch in this instance.

If any damage is spotted at a pouch check it will be considered intentional unless the pupil has raised it previously.

Please note that the pouch is not a protective case.

Deliberate Damage

If a pouch is deliberately damaged, this could result in time in the reflection room or suspension, depending on the level of damage.

If pouches are deliberately damaged, pupils will be required to purchase a new one or have their phone locked in the locking station each morning.

Examples of misuse or damage include:

- Ripped fabric or cut or torn fabric.
- Bending or cutting the pin.
- Burning the pouch.
- Signs of force to locking button.
- Inappropriate or offensive language or symbols.

15. Regular Mobile Device and Pouch Checks

Checks of pouches will be conducted regularly in Morning Meetings.

16. Suspicion of Possessing a Mobile Device

Mobile phones are a prohibited item in school, unless they are in a pouch; therefore, the school's search procedures will apply, including the use of a metal detecting wand. If a prohibited device is found, the behaviour policy will apply.

17. Searching, Screening and Confiscation with Pupil's Consent

The below is based on guidance from the Department for Education, Searching, screening and confiscation (2018).

School staff can search pupils with their consent for any item. They do not need to get written consent. The Head Teacher and staff authorised by the Head Teacher have the power to search pupils or their possessions, without consent, where they suspect the pupil has a “prohibited item”. These items can be determined by the school. If a pupil refuses to co-operate with such a search, schools can apply an appropriate sanction, which could include a referral to the Reflection Room or a suspension.

18. Searching Without a Pupil’s Consent

Only the Head Teacher or member of staff authorised by the Head Teacher can conduct a search without a pupil’s consent.

The person conducting the search must be the same sex as the pupil being searched, and another staff member must be present.

Searches without consent can only be carried out on the school premises or where the member of staff has lawful control or charge of a pupil, for example on school trips.

19. Confiscation Process

If a mobile phone is confiscated, the following procedure must be followed:

The member of staff who has confiscated the phone should:

1. Add appropriate consequence onto Class Charts.
2. Device taken to school reception by the member of staff who has confiscated the device and office team lock in box.

The office staff should:

1. The device should be placed in the secure phone locker in a numbered slot.
2. The pupils name and slot number will be added to the confiscation log.

The pastoral or office team should:

1. Contact the parent and ask them to attend the school to collect the phone.
2. The mobile device will be returned to the parent at a parental meeting.
3. Ongoing failure to follow the policy will result in escalation in line with the school’s behaviour policy.
4. If issues continue, the pupil will be asked not to bring their phone into school.

20. Monitoring Procedures

This policy will be reviewed by the Head Teacher and Governing Body annually. At each review, the policy will be approved by the Head Teacher.

21. Sharing the Mobile Phone Policy

- This policy will be monitored annually.
 - Any updates will be shared as and when they occur.
 - New parents and pupils will receive the policy on admission alongside the School Partnership Agreement.
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Signed:

Head Teacher:



Mr D R Thompson

Chair of Governors:



Mr G Thompson

Ratification Date:

04 December 2025

Date of Next Review:

Autumn Term 2027

Mobile Phone Pouches – Parent FAQs

Why is the school introducing phone pouches?

Across the country, schools are reporting increasing concerns about mobile phone use among young people. Issues such as social media pressures, online conflict, distraction in class and inappropriate use during the school day are now recognised safeguarding risks. We want every child to have the best chance to learn without distraction.

Are mobile phones banned?

No. Pupils can still bring their phones to school for use on the way to and from school. The pouches allow phones to be kept securely during the day.

What if I need to contact my child urgently or my child needs to contact me?

You can continue to call the school office, and we will pass the message on. If your child needs to contact you, they can do so via the office or their Head of Learning/Intervention Manager.

What if my child has a medical need that requires phone access?

If your child has a specific medical requirement, please contact us.

What if a pupil forgets their pouch?

The pupil will place their phone in the secure lockable box during Morning Meeting. It will be stored safely in the school office and collected at 3:00pm.

What happens if the pouch is lost or damaged?

Pouches are robust and designed for daily use. It is your child's responsibility to look after the pouch provided.

Where will pupils keep their phone pouches?

During the day the pouch will be kept in school bags. At the end of the day, it can be kept in a learning pack or school bag. We are asking pupils not to lock their pouch after retrieving their phone at the end of the day, so they are ready for the next morning.

How are the pouches unlocked?

At one of the unlocking stations around the school site.

What happens if my child doesn't put their phone in the pouch?

This would be defiance and would follow our behaviour policy on defiance.

Will this really make a difference?

Schools that have introduced phone pouches report noticeable improvements in concentration, wellbeing, and behaviour. We want our pupils to benefit from the same positive impact.

When does this start?

The system will begin from Monday 08 December. We will show pupils how to use the pouches and give them the chance to practise before the system goes live.

Quick reference guide

New Phone Pouches

From **Monday 8th December**, all pupils will be using phone pouches in school.

Why?

- Support safeguarding
- Reduce distractions to learning
- Promote wellbeing
- Ensure Consistency and Fairness
- Have better outcomes for children

How it works (pupils)

- Bring your phone as normal.
- At the start of the day, place it in your pouch.
- The pouch locks and stays with you.
- At the end of the day, you can unlock it at an unlocking station.
- Simple!

Need to contact home or your child?

- This will be done through year teams or the office.
- Parents can also ring the office if they need to reach their child(ren).

Together, we're creating a calmer, safer, happier school for everyone.

THANK YOU FOR YOUR CONTINUED SUPPORT