Parkfields School

FLOURISH, LEARN AND GROW

PARKFIELDS SCHOOL

MOBILE PHONES & ELECTRONIC DEVICES POLICY

Approved by: Parkfields LGB	**Date: September 2026**
Previously reviewed: June 2026	**Approved by:** P.Parry (CoG)
Next review date: September 2027	

Contents:

Statement of Intent
Legal framework
Key roles and responsibilities
Ownership and responsibility
Personal electronic devices
Spot checks
Sanctions
Monitoring and review

Appendices:

1 School site map

Statement of intent

Mobile phones, tablets and other personal electronic devices have become widely available and accessible to pupils.

Parkfields School accepts that personal mobile phones and tablets have value and are often given to pupils by their parents to ensure they can be contacted but understands that such devices pose significant risks and may jeopardise the learning environment.

As a school, we must strike a balance between parents' desire for their child to have a phone, and a suitable educational setting. This policy establishes how personal electronic devices should be used by pupils in school to ensure an appropriate balance is struck and an appropriate learning environment maintained.

Legal framework

This policy has due regard to all relevant legislation and statutory guidance including, but not limited to, the following:

- LATEST 'Keeping Children Safe in Education'
- DfE 'Searching, Screening and Confiscation'
- The Data Protection Act 2018
- The UK General Data Protection Regulation (UK GDPR)
- The Voyeurism (Offences) Act 2019
- DfE 'Mobile phones in schools'
- DfE RSE Guidance

This policy operates in conjunction with the following school/Trust policies:

- Anti-bullying Policy
- Data Protection Policy
- Behaviour Policy
- Safeguarding Policy
- Complaints Policy

Key roles and responsibilities

The Governing Body has overall responsibility for:

- The implementation of the policy and procedures.
- Ensuring that the policy, as written, does not discriminate on any grounds.
- Reviewing the policy annually.

The Headteacher has responsibility for:

- Handling complaints regarding this policy as outlined in the school's Complaints Policy.
- The day-to-day implementation and management of the policy.

Pupils are responsible for adhering to the provisions outlined in this policy.

Ownership and responsibility

Pupils are responsible for their own belongings. The school accepts no responsibility for replacing property that is lost, stolen or damaged either at school or travelling to and from school.

Pupils are responsible for replacing lost or damaged school property, including electronic devices.

Personal electronic devices

Personal electronic devices include, but are not limited to the following items:

- Mobile phones
- Handheld entertainment systems, e.g. MP3 players
- Portable internet devices, e.g. tablets, iPads

The DfE consider watches with the ability to make calls, record audio or video etc to come under their guidance on phones:

The restriction covers smart technology with functionality similar to a mobile phone—such as devices that can send or receive messages, make calls, access the internet, or record audio and video.
Schools should operate as phone- and smart device-free environments by default, spanning lessons, breaktimes, lunchtimes, and transitions between classes.

Personal electronic devices will always be switched off and kept out of sight on the school premises. Phones must be kept either in pupils' lockers or at the bottom of their school bag which is kept in their locker.

If headphones are required for lessons such as Computing, they must be wired and kept out of sight until such time as the teacher requests their use. Pupils may not bring wireless devices, such as air pods, to school. They are incompatible with our equipment and too valuable to have in school.

Spot checks

Pupils are required to comply with any request to check their mobile phone during an investigation, including unlocking the phone to facilitate a check of contents. All spot checks will be conducted in line with the school's behaviour policy.

Sanctions

If a phone or other electronic device is seen (including through clothing) or heard, whether deliberately or accidentally, at any time on school premises (please see boundaries map in appendix one to define school premises), it will be confiscated until the **end of the following school day** in the first instance. Confiscated personal electronic devices must be collected by the pupil's parent. The breach of the rule will be logged.

If there is a second breach, the device will be confiscated for **five school days** and the pupil will receive an after-school reflection time.

For any subsequent breaches the device will be retained **until the end of the half-term** and the pupil will be sanctioned for repeatedly breaking school rules with a day in internal exclusion. It does not need to be the same device; it is the breach of rule that results in escalation.

Failure to hand over a phone or any other electronic device when requested to do so by any member of staff will result in an internal exclusion for defiance.

Monitoring and Review

This policy is reviewed annually.

Any changes to this policy will be communicated to members of staff, pupils and parents.

Appendix 1 - School Site Map

KEY:
SOFT PLAY
HARD PLAY
PLAYING FIELD
WHITE LAND
BUILDINGS
PROPERTY BOUNDARY
PATHS/ROAD
WATER
Mouchel
Property Services
PARKFIELDS MIDDLE SCHOOL
TODDINGTON
SITE PLAN
16,952
-35.168