



Mobile Phone Policy

Date Approved	September 2026
Approved by	Headteacher
Date Adopted by School	September 2026
Review Date	September 2027
Policy owner Role	Emma Robertson Assistant Headteacher

1. Purpose

Bowland High School recognises that mobile phones are an important part of modern life. However, unrestricted access to mobile phones during the school day can negatively affect learning, concentration, relationships, safeguarding and pupils' wellbeing. The Keeping Children Safe in Education (KCSiE) 2026 guidance incorporates the Department for Education's (DfE) statutory policy requiring schools in England to be mobile phone-free by default

This policy establishes clear expectations for the use and storage of mobile phones and other personal electronic devices while pupils are on the school site.

Our aim is to ensure that pupils are:

- Ready to learn.
- Focused on their lessons.
- Respectful towards others.
- Safe and protected from inappropriate use of technology.
- Developing responsible habits around technology.

The policy supports the **Bowland Way** and our values of **Tradition • Care • Challenge**.

2. The School's Mobile Phone Rule

Phones must be switched off and stored in pupils' blazer pockets from arrival at school until they leave the school gate at the end of the school day.

This means:

At the school gate → Phone switched off → Phone in blazer pocket → Remains there all day → School gate → Phone may be switched on

Pupils must not:

- Use their mobile phone during the school day.
- Have their mobile phone switched on or visible.
- Keep their phone in their hand, on a desk or in a trouser/skirt pocket.
- Use their phone during lessons, registration, break or lunchtime.
- Use their phone in toilets, corridors or other areas of the school.
- Take photographs or videos of pupils or staff.
- Make or receive calls or messages during the school day.
- Use headphones or earbuds connected to a mobile phone during the school day unless specifically authorised.
- Use a smartwatch or other personal electronic device to communicate or access messages as an alternative to a mobile phone.

The expectation applies from **arrival at school until the pupil has left the school gate**.

3. Arrival at School

Pupils may use their mobile phone before arriving at the school site.

Once pupils arrive at school, they must:

1. Switch their phone off.
2. Put it securely into their blazer pocket.
3. Keep it there until they have left the school gate at the end of the day.

Pupils are responsible for ensuring that their phone is switched off and safely stored.

4. During the School Day

Mobile phones must remain switched off and out of sight.

This applies during:

- Registration and tutor time.
- Lessons.
- Movement between lessons.
- Breaktime.
- Lunchtime.
- Assemblies.
- Detentions.
- Intervention sessions.
- Educational activities taking place on the school site.

Pupils should not use a mobile phone as a clock, calculator, camera, music player or other device during the school day.

Where a pupil needs access to technology for learning, the school will provide or authorise an appropriate device.

5. End of the School Day

Pupils must remain subject to the mobile phone policy until they have **left the school gate**.

Once outside the school gate, pupils may switch on and use their mobile phone.

Pupils should continue to behave responsibly and respectfully when using phones outside school, particularly when communicating with members of the Bowland High community.

6. Medical Needs and Access to Mobile Devices

Bowland High recognises that some pupils may need access to a mobile phone or other personal electronic device because of a **medical condition or specific health need**.

Examples may include situations where a device is required to:

- Monitor a medical condition.
- Receive information from a medical monitoring device.
- Support the management of diabetes or another medical condition.
- Provide information required as part of an agreed healthcare plan.

Medical access will be considered on an individual basis.

Where a pupil requires access to a mobile device for medical reasons:

- Parents/carers should discuss the requirement with the school.
- Appropriate medical evidence may be requested where necessary.
- The school will agree reasonable arrangements with the pupil and parent/carer.
- The agreed arrangement will be recorded in the pupil's relevant medical or support plan where appropriate.
- Staff will be informed of the agreed arrangements on a need-to-know basis.
- The device should only be accessed for the agreed medical purpose.
- The pupil should **not** use the medical exemption as permission to use the phone for general communication, social media, gaming, photography or other non-medical purposes.

Where possible, the school will work with the pupil, parents/carers and relevant healthcare professionals to identify an appropriate solution that allows the pupil to manage their medical needs while maintaining the school's expectations around mobile phone use.

Emergency medical access

If a pupil's medical needs change, staff should follow the pupil's agreed healthcare or medical support plan.

A pupil will **not be sanctioned for accessing a device where this is necessary for an agreed medical reason.**

Parents in an emergency must call the main school line and inform pupil services to enable the correct support.

7. First Offence

If a pupil is found using, carrying, displaying or otherwise having their mobile phone in breach of this policy:

The first offence will result in:

Mobile phone confiscated + Lunchtime Detention

The member of staff will:

1. Instruct the pupil to hand over the phone.
2. Confiscate the phone in accordance with school procedures.
3. Record the incident.
4. Issue a lunchtime detention.

5. Arrange for the phone to be stored securely.

The pupil should comply with the instruction to hand over the phone.

Refusal to hand over the phone may result in the incident being treated as a more serious behaviour matter and may lead to further sanctions in accordance with the school's Behaviour Policy.

8. Subsequent Offence During the Same Half Term

If a pupil commits a further mobile phone offence during the **same half term**:

The subsequent offence will result in:

Mobile phone confiscated + After-School Detention

The phone will be confiscated and securely stored in accordance with school procedures.

The pupil will receive an after-school detention.

Repeated breaches may result in further action in accordance with the school's Behaviour Policy.

At the beginning of a new half term, the mobile phone sanction sequence will normally restart unless a different arrangement has been agreed as part of an individual behaviour or support plan.

If a pupil repeatedly fails to comply with the rules regarding mobile phone use, they will need to hand their mobile phone in each day for the remainder of the half term.

9. Refusal to Hand Over a Mobile Phone

Pupils are expected to follow staff instructions.

If a pupil refuses to hand over their mobile phone when instructed, this will be treated as a failure to follow a reasonable instruction.

The incident will therefore result in:

- An additional or escalated behaviour sanction.
- Referral to a member of the pastoral or senior leadership team.
- Parent/carer contact.
- Further consequences under the school's Behaviour Policy.

The school will not normally engage in prolonged confrontation with a pupil over the possession of a mobile phone.

10. Confiscated Phones

Confiscated phones will be:

- Clearly identified where appropriate.
- Stored securely.
- Returned in accordance with the school's confiscation procedure.

The school will take reasonable care of confiscated phones but cannot accept responsibility for loss or damage to mobile phones brought onto the school site.

Parents/carers should not attend school to demand the immediate return of a confiscated phone. Staff will follow the school's agreed procedure.

11. Safeguarding and Inappropriate Use

Mobile phones can present significant safeguarding risks.

Any use of a mobile phone involving:

- Bullying or harassment.
- Threatening or abusive messages.
- Recording pupils or staff without permission.
- Sharing photographs or videos without consent.
- Inappropriate or harmful online content.
- Sexualised or exploitative content.
- Attempts to undermine safeguarding procedures.
- Cheating or facilitating academic malpractice.

will be dealt with under the appropriate school policies and procedures.

Such incidents may result in consequences that are more serious than those outlined for a routine mobile phone offence.

Where necessary, safeguarding procedures will be followed.

12. Lost, Stolen or Damaged Phones

Pupils bring mobile phones onto the school site at their own risk.

Pupils should:

- Keep their phone securely stored.
- Avoid leaving their phone unattended.
- Never lend their phone to another pupil.
- Report a lost or stolen phone to a member of staff as soon as possible.

The school will investigate reported incidents in accordance with its normal procedures.

13. Parents and Carers

Parents/carers are asked to support the school's mobile phone expectations.

If a parent/carer needs to contact their child urgently during the school day, they should contact the **school office** rather than contacting the pupil directly on their mobile phone.

Similarly, pupils who need to contact home during the school day should speak to an appropriate member of staff and use the school's communication arrangements.

This ensures that the school can maintain appropriate safeguarding oversight and that pupils remain focused on learning.

14. Staff Responsibilities

Staff will:

- Consistently reinforce the school's mobile phone expectations.
- Apply the behaviour consequences fairly and consistently.
- Follow the school's confiscation procedures.
- Be aware of pupils who have an agreed medical requirement for device access.
- Avoid allowing routine exceptions that could undermine the policy.

Staff will use professional judgement where a pupil's individual circumstances require reasonable adjustment.

15. Pupil Responsibilities

All pupils are expected to:

- Switch their phone off when they arrive at school.
- Store it securely in their blazer pocket.
- Keep it there throughout the school day.
- Follow staff instructions regarding mobile phones.
- Hand over their phone when instructed.
- Use their phone responsibly once they have left the school gate.
- Respect the privacy and dignity of other pupils and staff.

16. Quick Reference for Pupils

THE BOWLAND MOBILE PHONE RULE

ARRIVE



Switch it OFF

SCHOOL DAY

 Keep it in your blazer pocket

LESSONS • BREAK • LUNCH • MOVING AROUND SCHOOL

 Do not use it

LEAVE

 Leave the school gate

THEN

 You may switch it on

Consequences

Offence	Consequence
First mobile phone offence	Phone confiscated + Lunchtime Detention
Second/subsequent offence in the same half term	Phone confiscated + After-School Detention
Refusal to hand over phone	Escalated behaviour response
Serious/inappropriate use	Managed under the relevant school policy and may result in more serious consequences
Agreed medical requirement	Individual arrangement; pupil will not be sanctioned for necessary medical access

17. Review

This policy will be reviewed annually by the Senior Leadership Team and may be amended in response to changes in legislation, Department for Education guidance, safeguarding requirements or school practice.

Bowland High School

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