Wyedean
School and Sixth Form Centre
Aspire together, achieve together
adfecere pariter, perfecere pariter

Mobile Phone Policy

Approved by:	P&W FBOT Senior Leaders	Date: Date: Date: September 2026
Next review due by:	Spring 2027	

Rationale
The school is committed to providing a calm, safe, and focused learning environment. In line with current Department for Education guidance, the school operates as a mobile phone-free environment throughout the school day to minimise disruption to learning, reduce safeguarding risks, support positive behaviour and promote healthy social interaction between students.

This policy applies to all mobile phones and any smart devices with similar communication, recording or internet-access capabilities.

Mobile Phone Ban
The school operates a complete mobile phone ban between 8:45am and 3:00pm.
Students may bring a mobile phone to school for use on their journey to and from school. However, all mobile phones brought onto the school site must be handed in at the start of the school day.

Arrival and Registration
- Students must hand their mobile phone to their tutor during morning registration.
- Mobile phones will be placed in a secure tutor group storage box.
- Tutor group boxes will be stored in a locked cupboard throughout the school day.
- Students arriving late to school must hand their device to Reception immediately upon arrival.

Students must not retain possession of a mobile phone during the school day unless authorised as part of a reasonable adjustment, medical need or other exceptional circumstance agreed by the Principal.

Collection of Devices
Mobile phones will be returned to students at the end of the school day during the afternoon registration. Students will return to their tutor rooms at 2.55pm, giving tutors time to redistribute the mobile phones. Students must ensure phones are put in their bags and not accessed until they have left site.

Procedure for failure to meet expectations / Breach of the Policy
Students must not use, display, listen to, record with, or otherwise access a mobile phone at any point during the school day, including when leaving the school premises. Any student found to have done so will be deemed to have breached this policy and will receive a sanction in line with the school's Behaviour Policy.

Where a breach occurs:

1. The device will be confiscated immediately by a member of staff.
2. The device will be securely stored by the school.
3. The device will only be returned to a parent or carer.
4. Collection may take place between 3:15pm and 3:45pm on the day of confiscation.

If the parent or carer is unable to collect the device during this time:

- The device will be stored securely overnight.
- It will be available for collection between 3:15pm and 3:45pm on the following school day.
- If the confiscation takes place on a Friday and collection is not made, the device will be securely stored over the weekend and may be collected between 3:15pm and 3:45pm on the following Monday.

Refusal to Hand in a Mobile Phone
Students who refuse to hand in a mobile phone when instructed will be treated as failing to follow a reasonable staff instruction and may be subject to further disciplinary sanctions in line with the school's Behaviour Policy.

Emergency Contact
Parents and carers who need to contact their child during the school day should do so through the school office. Similarly, students who need to contact a parent or carer must seek permission from a member of staff and use the appropriate school communication channels. This includes the students who are unwell, the medical room will contact home to inform parents.

Sixth Form Students
Recognising the greater independence of Sixth Form students, they may retain possession of their mobile phones during the school day. However, the school remains a mobile phone-free learning environment and mobile phones must not be used unless expressly authorised by a member of staff.

Sixth Form students:

- May carry their mobile phone on their person during the school day.
- Must keep their mobile phone switched off or on silent mode and out of sight unless permission has been granted by a member of staff.
- Must not use mobile phones in classrooms, study areas, corridors, social spaces, at breaktime, or during lunchtime without staff permission.
- May only use their mobile phone when a member of staff has authorised its use for a specific educational, organisational or pastoral purpose.

Any unauthorised use of a mobile phone by a Sixth Form student will be treated as a breach of the school's Mobile Phone Policy and may result in confiscation of the device and further sanctions in line with the Behaviour Policy.

Where a device is confiscated from a Sixth Form student, the school reserves the right to require collection by a parent, carer or the student, depending on the circumstances of the incident and at the discretion of the Principal or designated senior member of staff.

Trips, Visits and Fixtures

The school's mobile phone ban also applies during all educational visits, trips, sports fixtures, extracurricular activities and super-curricular events.

Students who bring a mobile phone to any school-organised activity must hand it to the member of staff leading the event before departure or at the beginning of the activity. Devices will be stored securely by staff for the duration of the trip, visit or event.

In exceptional circumstances, staff may permit students to use their mobile phones where this supports the educational purpose of the activity, assists with organisation, or enhances the student's participation in the event. Such use will be at the discretion of the member of staff in charge and for a specified period of time only.

Any unauthorised use of a mobile phone during a trip, visit, fixture or school activity will be treated as a breach of the school's Mobile Phone Policy and may result in confiscation of the device and further sanctions in line with the Behaviour Policy.