

**ST VINCENT DE PAUL
CATHOLIC PRIMARY SCHOOL**



POLICY ON PUPILS' MOBILE PHONES

*"We are called to be the hands and face of Jesus
as we learn, love and grow together"*

School's own version

Document Date: Summer 26
Review Date: Summer 29
Reviewed by the Safeguarding Committee

Ratified at Full Governing Body meeting:
Date ratified: 17th March 2026

1. Rationale

- Mobile phones are widely used in modern society and many pupils own one. However, their presence in school can present a number of concerns, including:
 - Mobile phones are valuable items and may make pupils vulnerable to theft or loss.
 - Differences in the cost or sophistication of devices may lead to envy, conflict, or bullying.
 - The use of mobile phones, even when silent, may disrupt teaching and learning.
 - Mobile phones with cameras may create safeguarding and data protection concerns relating to the inappropriate capture or sharing of images. Please refer to Hertfordshire guidance on the Safe Use of Images.
- For these reasons, the school does not permit pupils to have mobile phones in school unless there are exceptional circumstances.

2. Policy

2.1 General Rule

- Pupils are not permitted to have mobile phones in school.

2.2 Exceptions

- An exception may be made only for pupils in Year 5 or Year 6 who travel to and from school independently, where a parent or carer believes a mobile phone is necessary for safety reasons.
- Parents must inform the school if their child will be bringing a mobile phone under these circumstances.

2.3 Storage During the School Day

Where a pupil is permitted to bring a mobile phone:

- The phone must be switched off before entering the school premises.
- The phone must be handed to the class teacher on arrival.
- The teacher will place the phone in a designated collection box, which will be stored securely in the school office during the school day.

2.4 Collection at the End of the Day

- At the end of the school day, it is the pupil's responsibility to remind the class teacher to retrieve the phone from the school office so that it can be returned before the pupil leaves the premises.

2.5 Use of Mobile Phones

- Mobile phones must not be used on school premises at any time, including during lessons, break times, or during off-site activities such as swimming or sports events.

2.6 Breach of Policy

- If a pupil is found to have a mobile phone that has not been handed in, or is using a mobile phone during the school day, the device will be confiscated. The phone will only be returned to a parent, guardian or carer.

3. Communication in Emergencies

- If a pupil needs to contact their parents or carers during the school day, they may use the school telephone.
- Parents who need to contact their child urgently should telephone the school office, and the message will be passed on as soon as possible.

4. Responsibility

- The school accepts no responsibility for the loss, theft, or damage of mobile phones brought onto the premises.
- Mobile phones are brought to school entirely at the owner's risk, and parents are strongly encouraged to consider carefully whether it is absolutely necessary for their child to bring a phone to school.