



MOBILE PHONE POLICY

The current Mobile Phone Policy (below) is currently under review.

The following is the most recent correspondence from the school regarding the upcoming changes due to be made ready for September 2026.

As part of our ongoing commitment to making Rednock the safest, most supportive, inclusive and ambitious school it can be, we are always reflecting on how we can further improve students' experience. One issue constantly challenges schools locally and nationally. It impacts safeguarding, behaviour, wellbeing and learning. This issue is mobile phones in schools.

The Department for Education has been clear that mobile phones are one of the biggest distractions in classrooms, affecting student focus, behaviour and attainment. Despite "phones off and out of sight" policies, the reality in schools across the country is that phones are still accessed during the day, particularly in less supervised spaces such as corridors, toilets and social times.

This is not about blaming our youngsters - quite the opposite actually! Mobile phone use is a societal norm and pressure that today's children are growing up with. However, as educators and adults, we have a responsibility to respond to the growing body of research highlighting the impact of constant phone access on concentration, wellbeing and mental health. Everyday, my staff support students in navigating friendship issues, social media fallouts and anxieties that stem from phone use. We believe school should be a space where students can focus, build positive relationships and feel free from these distractions.

From September 2026, Rednock will take a proactive step to strengthen this approach. Our aim is simple: to help students be happier, more focused and fully present during the school day.

In summary, from September 2026, all students in Years 7–11 who bring a mobile phone to school will be required to secure it in a safety pouch at the start of the day. The pouch will remain in their bag and locked for the duration of the school day. Mobile phones will not be used anywhere on school premises. We believe this change will have a significant positive impact on learning, behaviour, safeguarding and, importantly, wellbeing of our students. Many schools that have introduced similar systems report improved focus in lessons, fewer behaviour incidents and stronger peer relationships. However, we would be a leading school in the district taking this step.

As we work towards implementation in September 2026, we will provide far more detailed information, FAQs, invite you to a launch event and provide clear guidance about how the system will operate in practice.



MOBILE PHONE POLICY

Rednock School
Where everyone matters



Date of Ratification:
Responsibility of:

December 2019
Deputy Headteacher
Culture & Welfare

Mobile Phone

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Mobile Phone

1. Introduction

At Rednock School we recognise that mobile phones, including smart phones, are an important part of everyday life for our students, parents and staff, as well as the wider school community.

Our policy aims to:

- Promote, and set an example for, safe and responsible phone use
- Set clear guidelines for the use of mobile phones for students, staff, parents and volunteers
- Support the school's other policies, especially those related to child protection and behaviour.

This policy also aims to address some of the challenges posed by mobile phones in school, such as:

- Risks to child protection
- Data protection issues
- Potential for lesson disruption
- Risk of theft, loss or damage
- Appropriate use of technology in the classroom.

2. Roles and Responsibilities

Staff

All staff (including teachers, support staff and supply staff) are responsible for enforcing this policy. Volunteers, or anyone else otherwise engaged by the school, must alert a member of staff if they witness, or are aware of, a breach of this policy.

The Assistant Head Teacher i/c Rewards & Sanctions, is responsible for monitoring the policy every year, reviewing it and holding staff and students accountable for its implementation.

3. Use of Mobile Phones by Staff

Personal Mobile Phones

Staff (including volunteers, contractors and anyone else otherwise engaged by the school) are not permitted to make or receive calls or send texts, while children are present / during contact time.

Use of personal mobile phones must be restricted to non-contact time and to areas of the school where students are not present (such as the staff room).

There may be circumstances in which it is appropriate for a member of staff to have use of their phone during contact time. For instance:

- For emergency contact by their child, or their child's school
- In the case of acutely ill dependents or family members.

The Head Teacher will decide on a case-by-basis whether to allow for special arrangements.

If special arrangements are not deemed necessary, school staff can use the school office number 01453 543618 as a point of emergency contact.

Data Protection

Staff must not use their personal mobile phones to process personal data, or any other confidential school information.

More detailed guidance on data protection can be found in Rednock School's ICT Acceptable Use Policy.

Safeguarding

Staff must refrain from giving their personal contact details to parents or students, including connecting through social media and messaging apps.

Staff must avoid publicising their contact details on any social media platform or website, to avoid unwanted contact by parents or students.

Staff must not use their mobile phones to take photographs or recordings of students, their work, or anything else which could identify a student. If it's necessary to take photos or recordings as part of a lesson / school trip/ activity, this must be done using school equipment.

Using Personal Mobile Phones for Work Purposes

In some circumstances, it may be appropriate for staff to use personal mobile phones for work. Such circumstances may include, but aren't limited to:

- Emergency evacuations
- Supervising off-site trips
- Supervising residential trips.

In these circumstances, staff will:

- Use their mobile phones in an appropriate and professional manner, in line with our staff code of conduct
- Not use their phones to take photographs or recordings of students, their work, or anything else which could identify a student
- Refrain from using their phones to contact parents. If necessary, contact must be made via the school office or school mobile phone.

Work Phones

Some members of staff are provided with a mobile phone by the school for work purposes. Only authorised staff are permitted to use school phones and access to the phone must not be provided to anyone without authorisation.

Staff must:

- Only use phone functions for work purposes, including making / receiving calls, sending / receiving
- emails or other communications, or using the internet
- Ensure that communication or conduct linked to the device is appropriate and professional at all times, in line with our staff code of conduct.

Monitoring Work Phones

The school may monitor, review and erase all content on work phones. This might include, without limitation, the monitoring, disclosing, inspecting, reviewing, retrieving and printing of transactions, messages, communications (including calls), postings, log-ins, recordings and other uses of the work phone, whether or not the work phone is in your possession.

It is possible that personal data may be inadvertently monitored, intercepted, reviewed or erased. Therefore, you should have no expectation of privacy in any data on the work phone. Staff are advised not to use work phones for any matter intended to be kept private or confidential. If you use your work phone to process personal data about third parties (for example your family and friends), you should be aware that this is not permitted under this policy and may be inadvertently monitored, intercepted, reviewed or erased.

Monitoring, intercepting, reviewing or erasing of content will only be carried out to the extent permitted by law and we will follow relevant school policies, including the Data Protection Policy, when doing so. Monitoring will take place in order for the school to comply with a legal obligation or for our legitimate school purposes, including, without limitation, in order to:

- a) Prevent misuse of the work phone and protect school data
- b) Ensure compliance with our Staff Code of Conduct, ICT Acceptable Use for Staff Policy and other policies (including this policy)
- c) Monitor performance at work
- d) Ensure that staff members do not use our facilities or systems for any unlawful or inappropriate purposes or activities including those which may risk the safety or wellbeing of students, parents or other members of staff, and
- e) Protect the school's reputation.

The school may also store copies of any content for a period of time after they are created and may delete such copies from time to time without notice. We may obtain and disclose copies of such content or of the entire work phone (including personal content) for disciplinary investigations.

Sanctions

Staff that fail to adhere to this policy may face disciplinary action.

See the school's Staff Disciplinary Policy for more information.

4. Use of Mobile Phones by Students

Students are allowed to bring a mobile phone to school for the circumstances below:

- Travelling to and from school by themselves
- Young carers who need to be contactable.

Students are allowed to bring phones to school, but not use them. They must be stored in bags and switched off.

However, students may use their phones at the direction of the teacher for classroom activities / trips and visits/ educational activities only.

Students must adhere to the school's code of conduct for mobile phone use.

Sanctions

If students are in breach of this policy:

- Phones will be confiscated (schools are permitted to confiscate phones from students under Section 91 and 94 of the Education and Inspections Act 2006)
- If they are confiscated, students will be instructed to collect their phones at the end of the school day from a designated area
- Parents will be contacted (within 48 hours) to collect their child's phone where the student breaches this policy on more than one occasion.

Staff have the power to search students' phones, as set out in the Department for Education's Guidance on Searching, Screening and Confiscation. The DfE guidance allows staff to search a student's phone if they have reason to believe the phone contains pornographic images, or if it is being / has been used to commit an offence or cause personal injury.

Certain types of conduct, bullying or harassment can be classified as criminal conduct. The school takes such conduct extremely seriously, and will involve the police or other agencies as appropriate.

Such conduct includes, but is not limited to:

- Sexting
- Threats of violence or assault
- Abusive calls, emails, social media posts or texts directed at someone on the basis of someone's ethnicity, religious beliefs or sexual orientation.

5. Use of Mobile Phones by Parents, Volunteers and Visitors

Parents, visitors and volunteers (including governors and contractors) must adhere to this policy as it relates to staff if they are on the school site during the school day.

This means:

- Not taking photos or recordings of students, unless it is a public event (such as a school fair), or of their own child
- Using any photographs or recordings for personal use only, and not posting on social media without consent
- Not using phones in lessons, or when working with students.

Parents, visitors and volunteers will be informed of the rules for mobile phone use when they sign in at reception or attend a public event at school.

Parents or volunteers supervising school trips or residential visits must not:

- Use their phone to make contact with other parents
- Take photos or recordings of students, their work, or anything else which could identify a student.

Parents or volunteers supervising trips are also responsible for enforcing the school's policy for students using their phones, as set out in Section 4 above.

Parents must use the school's Welfare Support Officers as the first point of contact if they need to get in touch with their child during the school day. They must not try to contact their child on his / her personal mobile during the school day by calling the main school number 01453 543618.

6. Loss, Theft or Damage

Students bringing phones to school must ensure that phones are stored securely when not in use. Students must secure their phones as much as possible, including using password or pin codes to protect access to the phone's functions. Staff must also secure their personal phones, as well as any work phone provided to them. Failure by staff to do so could result in data breaches.

The school accepts no responsibility for mobile phones that are lost, damaged or stolen on school premises or transport, during school visits or trips, or while students are travelling to and from school.

Confiscated phones will be stored in a secure location.

Lost phones should be returned to the Welfare and Support Officers. The school will then attempt to contact the owner.

7. Monitoring and Review

The school is committed to ensuring that this policy has a positive impact on students' education, behaviour and welfare. When reviewing the policy, the school will take into account:

- Feedback from parents and students
- Feedback from teachers
- Records of behaviour and safeguarding incidents
- Relevant advice from the Department for Education, the local authority or other relevant organisations.

Appendix 1: Code of Conduct for Students

Code of Conduct

You must obey the following rules if you bring your mobile phone to school:

1. You may not use your mobile phone during lessons, unless the teacher specifically allows you to;
2. Phones must be switched off (not just put on 'silent');
3. You may not use your mobile phone in the toilets or changing rooms. This is to protect the privacy and welfare of other students;
4. You cannot take photos or recordings (either video or audio) of school staff or other students without their consent;
5. Avoid sharing your contact details with people you do not know and do not share other people's contact details without their consent;
6. Do not share your phone's passwords or access codes with anyone else;
7. Do not use your mobile phone to bully, intimidate or harass anyone. This includes bullying, harassing or intimidating student or staff via:

- Email
- Text / Message App
- Social Media

8. Do not use your phone to send or receive anything that may be criminal. For instance, by 'sexting';
9. Rules on bullying, harassment and intimidation apply to how you use your mobile phone even when you aren't in school;
10. Do not use vulgar, obscene or derogatory language while on the phone or when using social media. This language is not permitted under the school's behaviour policy;
11. You must comply with a request by a member of staff to switch off, or hand over, a mobile phone.

Refusal to comply is a breach of the school's behaviour policy and will be dealt with accordingly;

12. Mobile phones are not permitted in any internal or external exam or test environment. If you have a mobile phone, you will be asked to store these appropriately, or hand them over to an exam invigilator, before entering the test room. Bringing a phone into the test room can result in your exam being declared invalid.