

ABBHEY ROAD PRIMARY SCHOOL

MOBILE PHONE & DEVICE POLICY - PUPILS



We recognise that mobile phones and devices are part of everyday life for many children and young people, and they can be a valuable and important resource.

Children learn about the use of mobile technology during online safety lessons and as part of our PSHE curriculum. It is important that children develop sensible habits surrounding their use and also learn about inappropriate use and the impact this can have.

Mobile Phones

At Abbey Road Primary School, children **should not bring a mobile phone into school**, unless this is absolutely necessary – for example, where a child travels to and from school unaccompanied.

Initially, it is the responsibility of the parent/carer to decide:

- Whether the child is responsible enough to look after their phone and use it appropriately.
- Whether the child understands the safety risks involved.

The following rules apply where a child needs to bring their mobile phone to school:

- Parents/carers need to sign the permission form – available at the end of this policy.
- Phones must not be used anywhere on the school premises. They must be switched off before a pupil enters the school gates and not switched on until leaving the school gates at the end of the day.
- Phones must be handed in to the teacher first thing in the morning. Phones will be stored in the school office throughout the day and returned to the classroom at the end of the day (3.30pm).
- Under no circumstances should there be access to phones during the school day or for phones to be left in pupils' bags or pockets.
- All phones are brought to school at the owner's own risk - school accepts no responsibility for any loss or damage whilst on school premises.
- Pupils are not allowed to take mobile phones on school trips or residential visits.
- Where a child is attending an after-school activity, mobile phones must remain turned off and kept in the student's bag.

Where these rules are not followed, the following sanctions will be applied:

On the first infringement, the mobile phone will be confiscated and kept secure in the school office. The student will be able to collect the mobile phone at the end of the school day. A record will be made of the incident and parents/carers will be made aware.

On the second infringement the mobile phone will be confiscated and kept secure in the school office. A record will be made of the incident, parents/carers will be notified and asked to collect the phone.

If there is a third infringement, or in the event of a serious breach of the rules, school may withdraw the agreement to allow the student to bring a mobile telephone to school.

Inappropriate Use of Mobile Phones and the Internet

If we are made aware that a mobile phone or device is being used inappropriately, incidents will be dealt with in line with other relevant policies (eg: Behaviour, Anti-Bullying, E-Safety, Child Protection, Child-on-Child Abuse) and parents/carers will be notified.

Examples of inappropriate use:

- Taking/using photos or videos – of staff, pupils or members of the school community - without consent
- Using mobile technology (eg: use of messaging apps and social media) to share inappropriate content, cause upset, threaten, intimidate
- Accessing inappropriate content online

Depending on the nature of the incident, school may need to inform external agencies – eg: Police, MASH (Multi-Agency Safeguarding Hub), CEOP (Child Exploitation and Online Protection).

Other Mobile Devices – eg: Smartwatches

Children are not permitted to wear any form of smart device (FitBit/Apple watch) during school hours. If a child wears such a device to school, teachers will collect the device, keep it safe until the end of the day and return it to the child to take home. If a device is worn repeatedly, the child's parents/carers will be asked to collect the device.

Further information for parents about mobile phones and devices, can be found on our school website: [E-Safety – Abbey Road Primary School](#)

September 2025

To be reviewed in September 2026



Dear Y5 and Y6 Parents,

Children's Mobile Phone Permission

Rules and expectations around the use of mobile phones at Abbey Road can be found in the Mobile Phone and Device Policy, which is published on the school website. We ask that parents read this policy before giving permission for their child to bring a phone to school.

Children should only bring their phone into school if they are walking to or from school unaccompanied and/or they need it in case of emergency. If your child fits this criteria, could you please sign and return the slip below to indicate that, due to safety reasons, you wish your child to bring a phone into school.

Your child will need to switch their phone off completely before entering the playground and hand it to their class teacher/teaching assistant as soon as they arrive at school.

All phones will be kept in the school office during the day, to ensure that they are kept safe.

Kind regards,

Mrs Toom

Mobile Phone Permission

Please provide consent via this link or QR code:

<https://forms.office.com/e/rpY8Emz5Jr>



If you require a paper copy of the form, please contact the school office – office@abbeyroadprimary.co.uk.

Consent will apply throughout your child's time at Abbey Road Primary School. You can withdraw consent at any time.