

Mobile Device Policy

Students

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Policy By:	Mrs Holly Briggs	June 2026
Consultation by:	SLT	June 2026
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Mobile Device Policy – Key Information for Parents

To maintain a safe, focused and disruption-free learning environment, the school requires all parents and students to adhere to the following expectations:

- 1. Mobile phones and mobile devices must not be used at any point during the school day.**
- 2. All devices must be switched off and kept out of sight in bags upon arrival to the school site, in accordance with school procedures.**
- 3. Parents are expected to support and reinforce the school's expectations and to work collaboratively with the school where concerns arise.**
- 4. Any breach of this policy will result in sanctions (in line with the Positive Behaviour Policy), including confiscation of the device; it will only be returned to a parent or carer.**

Mobile Device Policy

The Henry Beaufort School recognises that the use of mobile devices forms part of everyday life for most people. When referring to mobile devices in this policy, it includes smart phones, smart watches, iPads/tablets, air pods, or any mobile device that has the facility to send/receive messages or calls, use the internet, take pictures or recordings.

This policy has been created in partnership with local secondary and primary schools as part of a wider collaboration on safeguarding.

There is no need for students to carry a mobile phone/device in order to fully participate in school life. Home learning should be recorded in Student Handbooks and is recorded on Arbor by subject teachers. This is typically accessed outside of school hours. If students need to access this at school, it can be done via school PCs.

Carrying a mobile device in school is a privilege that can be withdrawn at any time. The purpose of this policy is to define acceptable standards of behaviour and conduct in relation to the use of mobile devices by all students.

The school does not accept liability or responsibility for devices brought on site.

The policy is not exhaustive of all eventualities but will be applied in accordance with the principles of the policy and at the professional discretion of adults in school.

Rationale

Across the country there have been instances where children and young people have been unsafe, so this policy is in place to protect all students whilst in school. Schools do not have the ability to limit students' access to material that is done through their own device and through mobile device networks.

The situations reported nationally have included:

- Inappropriate content being accessed via a student's own internet connectivity and device.
- Extremist material being accessed via a student's own internet connectivity and device.
- Use of mobile devices for taking inappropriate images.
- Students taking pictures or videos of others – including adults – against their wishes or knowledge.
- The creation of memes, distorting of images and publishing online.
- Using images of other students for the purpose of humiliation bullying via social media.
- Inappropriately sharing personal data online.

The removal of access to mobile devices for students during the school day creates a safer environment where students are protected from the risks and dangers associated with social media. Furthermore, since students are not permitted to use their devices during the school day, they will not feel compelled to be checking for messages from friends who, similarly, should be following the expectations of the school.

Outside of these harmful behaviours, research shows that *"incoming notifications or the mere proximity of a mobile device can be a distraction, leading to students losing their attention from the task at hand"* (UNESCO education report, 2023) and that young people are distracted unnecessarily which can lead to disruption and diversion. By removing these distractions, we enable students to be *"fully present and engaged"* (DfE guidance "Mobile Phones in School", February 2024).

Behaviour that would be unacceptable in person is also unacceptable online, including with mobile devices. This policy works in conjunction with other school policies.

- There is *no requirement or expectation* for students at The Henry Beaufort School to have any mobile device to engage with learning during the school day.

The school's policy for the use of mobile devices is in accordance with DfE Guidance 'Mobile Phones in Schools' (DfE, 2024) and, in the interests of ensuring that learning is not interrupted or compromised using a mobile device.

Specific and further details can also be found in other policy documents including; Online Safety, Anti-bullying, Exams, Safeguarding and Child Protection.

The school supports parents/carers in taking the decision for their child not to have a mobile device or, to limit its use, through this policy.

If students are carrying mobile devices, the expectations are:

Mobile Devices:

- Mobile devices must not be visible anywhere on the school site at any time (before, during, or after the school day).
- All devices must be switched off and kept in students' bags before entering the school site or leaving the school bus. Devices must not be carried in pockets.
- Mobile devices must remain switched off and out of sight throughout the school day.

- Staff on duty will monitor compliance, particularly during arrival times.

Year 7 Mobile Device Rule:

- Year 7 students must not bring a smart device to school under any circumstances.
- If a Year 7 student needs to carry a phone for safety or travel reasons, it must be a basic “brick type” phone only – no internet access, no apps, no smart features.
- Any smart device brought by a Year 7 student will be treated as a breach of policy and handled through the confiscation procedure.

Confiscation Procedures:

- Any mobile device seen at any time will be confiscated immediately by staff.
- Confiscated devices must be taken to Reception for secure storage.
- A log entry will be recorded on Arbor under ‘*Confiscated Device – S2 – Centralised Lunch Detention*’.
- If seen at the end of the school day, the device misuse will still be logged, and the student will be required to hand it in the following morning and complete the sanction.

Return of Devices:

- All confiscated devices must be collected by a parent or carer.
- Devices will not be returned directly to students under any circumstances.

By permitting their child to carry a mobile device, parents agree to support this policy.

Students who follow the school's expectations on the use of mobile devices when on site will be permitted to carry them in their bags whilst in school. The school reserves the right to rescind this permission where expectations are not followed or, as part of a consequence, to other non-compliance with the school's behaviour policy.

Students' responsibilities

- Students are responsible for the security of any mobile device that is bought into school. The Henry Beaufort School does not accept any responsibility for their loss, theft or damage. The school will also not accept responsibility for any adverse effects on health caused using such devices, whether potential or actual.
- Any mobile device that is bought in school must be switched off and stored in students' bags at all times.
- If a student needs to contact home, this must be done through the main reception, the school's welfare officer, or with support from a Head/Assistant Head of Year.
- The school will not respond to parental requests received in response to contact from their child during the school day. The student must use the correct means to make contact or follow the correct process in school for resolving difficulties. Exceptions to this will be pre-agreed with parents/carers as part of reasonable adjustments for supporting students with SEND.

- Mobile devices must never be taken into an examination room, or into an area where an exam is taking place in accordance with JCQ regulations.
- If a user of a mobile device receives any form of communication that could cause offence to themselves or others, be harassed in nature or menacing, students should report it to an adult in school immediately.
- If a student is found to have used their device during the school day without permission from an adult in school, a consequence will be applied.

It is a criminal offence under Section 43 of the Telecommunications Act 1984 and the Malicious Communications Act 1988 to use a mobile device to menace, harass or offend another person. The school will involve the police should such an action occur either between students or students towards adults.

Parental responsibilities

- If a student needs to contact home, this can be done via main reception, the school's welfare officer or with support from a Head/Assistant Head of Year.
- If a parent needs to get an urgent message to their child during the day (8.25am to 2.55pm), please do not use your child's mobile phone but instead, contact the school office on admin@staff.beaufort.hants.sch.uk or 01962 880073
- By allowing their child to carry a device to school, parents agree to support this policy in practice.

Unacceptable use

The Henry Beaufort School considers the following to be examples of unacceptable use of a mobile device and a serious breach of the school's behaviour policy:

- Bullying, intimidating or harassing any member of the school community via text, email, social media, or messaging platforms.
- Photographing or filming adults or students without their knowledge or permission.
- Photographing or filming in toilets, changing rooms, or similar areas, or recording incidents on the school site.
- Posting photos, images, or footage on social media that brings the school into disrepute.
- Refusing to turn off or hand over a mobile device when requested by a member of staff.
- Carrying a mobile device in a pocket at any time on the school site.
- Using a mobile device in a way that undermines the effective running of the school (e.g. arranging meetups during lesson time or leaving lessons under false pretences to use a device).
- Using a device to contact others during the school day, causing disruption to teaching and learning.
- Using a device to contact parents/carers instead of following the school's established communication and support procedures.

Consequences

Parents will be contacted if there has been a breach of the policy. Consequences will be given in response to the breach and proportionate to the severity of the behaviour. Students are aware that unacceptable behaviour involving a mobile device will result in confiscation of the device, a consequence, and communication with parents/carers.

- The school is within its rights to confiscate a mobile device if the school policy has not been followed and by allowing their child to carry a device to school; parents are agreeing with this policy in practice.
- If a mobile device is confiscated, parents are required to collect it from school at the end of the day.
- Students and parents must be aware that if a mobile device has been used in any way linked to suspected criminal activity, then the police will be informed immediately.

If a student uses a mobile device to cause alarm, distress, or any form of harassment towards another student or adult within the school community, then this may lead to a permanent exclusion. The impact on the victim will always be considered.

Confiscation Procedure

If a mobile device is confiscated during the school day, then it will only be returned to a parent/carer. This can be collected from Main Reception, where it will be stored and locked away in the school safe for security. The confiscation will be recorded on Arbor, and a sanction will be set.

If there are repeated instances where a mobile device is confiscated due to a student not following the expectations or a serious misuse of a device; this may lead to an extended ban on bringing a mobile device into school, which will be at the discretion of the Headteacher. Where it is needed for travelling to and from school an arrangement will be made such that this is possible, or parents will be required to provide a device that can only facilitate phone calls or text messaging that can be handed to reception on arrival and collected at the end of the day.

Safeguarding

Where there is belief that a device forms part of a wider safeguarding concern, then these devices will be confiscated, and the above procedure followed. The Designated Safeguarding Lead will be informed immediately. Parents will be informed that the device has been confiscated. If it is believed that a device may contain images or information that may be of a criminal nature or endangering the safety of a student or adult, then the device will not be returned to the student or parent until directed by the police. Any issue relating to safeguarding or potential safeguarding concern will be referred to Children's Services and the police.

Reasonable Adjustments

In a limited number of cases, a reasonable adjustment to this policy may be applied through an agreement between parents/carers and the school. In such cases, these will be recorded on a child's medical care plan and/or through their SEND notes and Student Passport:

- A child using a mobile device to monitor diabetes
- A child using a mobile device to support a specific learning need as recorded through the SEND register.

On a trip-by-trip basis, students may be permitted to carry a mobile device during overseas residential trips. This will be communicated to parents as part of the arrangements for each visit.

Further information

[Technology in education: GEM Report 2023 | Global Education Monitoring Report \(unesco.org\)](#)

[Mobile phones in schools - GOV.UK \(www.gov.uk\)](#)

Linked Policies

Exams Policy

Positive Behaviour Policy

Anti bullying Policy

Relationship Sex Education Policy

Safeguarding Policy

Child Protection Policy

Appendix 1**Parent Letter**

18th May 2026

Dear Parents,

Mobile Phones/ Smart Devices at The Henry Beaufort School from September 2026

The school has undertaken a wide range of consultations in order to come to a decision that suits the needs of all its community. We have consulted parents, staff and students, and governors have also been involved in the decision, meeting with representatives from the Whole School Student Council to hear their views.

Thank you for your patience whilst this has been undertaken. One of the factors in the timing of this letter to you was the consideration for our 176 Kings Worthy families in the hope that we would know the outcome of the appeal for the continuation of this bus service.

Having walked the 'available' route on a dark and very rainy Friday evening in November I completely understand parents' concerns about safety. At the point of publication of this letter, there is no decision.

I am also mindful that Hampshire School Transport have issued digital bus passes for students who use school transport. You can download this digital pass and print it out, so a smart phone is not a necessity if you have access to a printer.

I am going to start by being clear that **no child needs a smart device to access education at The Henry Beaufort School.**

Having consulted and met with colleagues there are alternatives to, for example recording drama work or tuning instruments or taking photographs as part of an Art or Photography project. The school will access those alternatives. This may require some financial outlay from the school but this our responsibility.

The school will retain the Arbor platform for accessing Home Learning as this was overwhelmingly favoured in the parent and staff survey but to be clear this is for use **outside of school.**

We will ensure that all students can access Home Learning on Arbor outside of school. If students are staying to Home Learning Club or an after-school clinic, they will access information on Arbor using a school laptop.

We want our young people to focus on learning in school. Face to face social communication is a vital component of this learning. It is part of character development. It is highly valued by employers; it is good for mental health and allows our wonderful young people to go out into the world and become active members of their community.

The school already operates a mobile phone ban during school hours, and it is such a pleasure to walk around the school site at social time seeing our students talking to one another.

We also have a set of sanctions that are used if a student has a mobile phone out during school hours, but these sanctions will now change.

My colleagues do need access to a multi authenticator app to access certain aspects of our systems and network. They do not need this in class or when they are with children on the school site.

The Education Minister Baroness Jacqui Smith has told the House of Lords that the government would table an amendment to its landmark Children's Wellbeing and Schools Bill "creating a clear legal requirement for schools" on the matter.

The Department for Education (DfE) said the move would give "legal force to what schools are already doing in practice".

However, what this means in practice is still unclear.

There is still a lack of clarity about the extent of the meaning of the word 'ban', but we do know that the Government have stated that they will 'review current guidance by September 2027'.

Hearing from all stakeholders has given the school clarity as to the way forward, one that complements the culture of our school and aligns with Hampshire's Inclusion Approach. *

The following will apply at The Henry Beaufort School from the start of the Autumn term, September 2026.

The key factor will be a consistent approach to the rules around mobile phone /smart devices.

In response to the higher volume of concerns about smart phones from Year 6 parents, **Year 7 will only be permitted a brick-type phone that can only make/receive calls and send texts**, and the same rules will apply if it is seen or heard.

I would again state that **no student needs a smart device** to access education at The Henry Beaufort School.

- Students will turn off their mobile phone [brick type or smartphone] **at the school gate before they enter the site.** This action will be overseen by members of staff on duty at the top and bottom gates.

The phone must be placed in a school bag. Placing it in pockets in school uniform or a coat will not be permitted.

- Phones must remain in bags switched off until students leave the site. If students require their phone out to show their bus pass at the end of the day this will be permitted once students reach the social area at the top of site by the bus turning circle.

Please note students have access to a phone in the Student Support Office if there is an urgent need to contact you about the end of the day pick up for example. This can also be accessed by students who stay on site for extracurricular activities. Our school reception is also staffed until 4pm.

- If a phone is seen or heard whilst on the school site it will immediately be confiscated. Failure to follow this instruction will escalate the behaviour to defiance as per the stepped approach of our Behaviour Policy.
- The phone will not be returned to the student. It will require a parent to collect.

The same rules will apply to school trips and residential in this country. A case-by-case basis will be applied to residential outside of the UK.

Exceptions to these rules will be made for students who have medical needs that require access to their phone during the school day. This permission will be logged on Arbor and students will be given a card to show to staff if they need to access their phone for a medical need. The school reserves the right to ask for written medical evidence that this permission is required. In the first instance please contact your child's Head of Year by the end of June to confirm this requirement.

As part of our consultation with the Whole School Student Council, the school will consider on site activities that could be made available from 8am for students who arrive early [currently there is access to the School Library, the Bistro and a basketball activity in the Sports Hall].

The school will continue to deliver its education programme on the safe use of phones, but this will be extended to educate our students on alternatives to smart device usage. This education programme will take place in tutor time, character development opportunities and on Personal Development Days.

We will also respectfully ask adults visiting the school site to regulate their usage confining it to work related calls or emergency calls. We acknowledge that external agencies may need to access calls in relation to their work in support of families or their role in the Local Authority.

Staff will restrict mobile phone use to staffrooms and areas that are not used by students.

Assemblies will take place for all year groups before the end of this term and again at the start of the new term to set expectations and reinforce these new rules and standards.

Whether we are a parent or part of the school community, we are all responsible for teaching our young people about the dangers of social media use, the importance of making informed choices and the value of time away from digital devices.

This is a programme that is already in place at The Henry Beaufort School which complements your work as a parent.

We would like to take this partnership one step further.

I would ask you to support the school and your child's well-being by using parental controls to turn off your child's access to social media during school hours so that there is a whole community approach to regulating access to social media sites.

In order to support you with this, I have included a link from The Information Commissioner's Office (ICO) which has set up a new campaign to raise awareness in students and parents about online privacy.

The link below provides help with:

- Explaining online privacy to your child
- Making privacy part of your child's routine

- Choosing settings for your child as well as additional supporting materials, case studies, and demonstrations of the work they've done to keep children safe online.

[Switched on to privacy](#) campaign.

Thank you for supporting the school by using phone settings to prevent access to social media sites during the school day.

Thank you for your continued support of The Henry Beaufort School. The school and its Governing Body believe this is the right approach within the context of our school community. It gives reassurance to the considerable number of our families whose children travel long distances on buses to get to school or who must walk distances in the dark. It makes it clear that access to a mobile phone/smart device is not allowed on the school site.

It sends a clear message to the wider community that parents and the school are working together to keep children safe, educate them about the many alternatives to social media and most importantly of all allow them to be children.

The school will rewrite its policy on Mobile Phone /Smart Devices, and this will be published on our school website once ratified by the Governing Body of the school.

Kind regards,

Miss Hearle

Headteacher

*Aligning with **Hampshire's inclusion principles**, particularly around *flexibility, proportionality and meeting individual need*.

Hampshire's inclusion approach emphasises that schools should:

- respond to their own communities and contexts
- use *graduated, proportionate responses*
- retain professional judgement rather than apply blanket solutions

Appendix 2 – school poster

