



Edgewood Primary School

Building skills and values for life

Pupil mobile phone and other devices policy

Edgewood Primary School does not allow pupils of any age to have mobile phones or any other electronic device from home in school or on any school related activity (such as visits, trips, residential or before or after school activities run by the school). This is an important part of our safeguarding arrangements as it ensures that children are not accessing material online via their device or sending or receiving inappropriate messages in school, as well as ensuring these devices are not a distraction to their learning.

School are aware that some parents wish their child to bring a mobile phone with them if they are walking to and from school on their own. However, school would feel it must point out that a mobile phone does not guarantee safety and, if parents are concerned that their child might not be safe walking home without a device then they probably should not be letting their child walk home unsupervised. The choice you make here is wholly your choice as a parent and any liability rests with you.

No other children should be bringing phones or other devices to school at any time. If children are being collected the parent should bring the phone with them and not let the child bring the device into school.

To accommodate parents who wish their child to have a phone as they walk to and from school, school will allow pupils to bring phones with them but they must be handed into the office each morning before entering the school gates and collected from there at the end of the day. This will involve waiting and will delay their departure from school and any party choosing this option must be patient while waiting. Please see the Handing in and Collecting Procedure section below for more details and restrictions.

Please note that any devices brought to school is done so wholly at the risk of the parent. School accepts no liability for any devices brought into school whatsoever or any loss caused by their damage or loss. The devices are left in a box in Reception and not locked away and, while that area is usually supervised, it is not continually manned.

What school will do if a child breaches these rules

If school suspects a child has brought a device into school and not handed it in as required we have the right to search children in line with DfE guidance and confiscate any items. If a device is found parent(s) will be called and any confiscated items will only be handed back to a parent, even if this takes more than one day. It may also mean that the child does not have the device when they are walking home or may need to wait at school for a parent to collect if you do feel they are safe walking home without a device.

If the failure to hand in the phone is a genuine mistake on the child's part, no behaviour sanctions will be given.

If staff believe it was an intentional act to hide the phone then a Red Card will be issued in line with our behaviour policy for a first offence. Please note, a second 'mistake' will also result in a Red Card being issued as children must take responsibility if they are choosing to bring these items in to follow school policies and procedures.



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For any subsequent occurrences after a Red Card has been issued, the school will seriously consider whether to issue a suspension as this is a flagrant breach of elements of the school's safeguarding policy.

After issuing the Red Card children will not be allowed to bring a phone in for the rest of the term (or following term if in the last two weeks). If this restriction is intentionally breached then the school will be looking at the most severe punishments. Should children repeatedly fail to hand phones in as required they will not be allowed to bring them to school again. Parents will be wholly responsible for making other arrangements around collection if they do not think their child is safe walking to school without a device. School bears no responsibility for the consequences of these rules being breached.

If a child is found to have a mobile phone on a trip, visit, after school club or residential, parents will be called and asked to come and collect the child and device from the trip and the child will not be allowed to remain on the trip or club. If a child is believed to have taken a device on a previous trip, school reserves the right to search that child's belongings in advance of any future trip and, if found, the child will not be permitted to go on the trip. Any money paid by the parents will be forfeited in all scenarios where a child is unable to go on a trip due to a failure to follow school policies and instructions as this voids any right to refund.

Handing in and collecting procedure

Handing in

To reduce the impact of handing in phones on the office staff and so children can walk through school to their classes, children must come the Main Entrance to school to drop phones off just before 9am.

They will need to wait outside the reception door until the door is opened by a member of the office staff. At that point they will all be allowed in to drop their phone off and at 9am, they will then be allowed to walk straight down to class.

This timing is so that school can guarantee there will be staff in classes before this time as people may be on the gate and so the office, who are often extremely busy at this time, are only disturbed once. Please do not send children to wait outside the main entrance too early as there is no shelter or supervision for them before 9am at this entrance.

Collecting

At the end of the day, children will need to wait until all other children have been dismissed before they are taken to the office to collect their phones. They will then need to leave by the main entrance. This will mean these pupils are slightly later in leaving school.

On any residential, trip or visit pupils must hand their phones into the office before leaving.

At no point will any staff collect devices in (aside from those being confiscated which will then be retained until a parent comes to school to collect them) or keep them in any other location other than the front office.