

# Lacon Childe School

## Mobile phone policy

### Version Control

**Policy author:** Ruth Allen  
**Policy approved by:** Local Governing Body  
**Next policy review date:** Summer 2026

Version	Date	Details
1.0	July 2024	Creation of policy
2.0	Summer 2025	General Updates

### Rationale

Mobile phones are a feature of modern society. Lacon Childe School recognises the wishes of a number of parents/carers for students to carry a mobile phone to assist with safe journeys to and from school.

This policy refers to mobile phones throughout but also applies to all electronic devices (e.g. smart watches) that may be used in similar ways.

### Mobile Phone Acceptable Use Policy

We are committed to creating a conducive and focused learning environment that promotes academic excellence, personal responsibility, and the overall well-being of our students. In order to maintain a positive and distraction-free educational atmosphere, the school's policy allows students to have a mobile phone with them in schools. We operate a policy of 'never seen, never heard'. If students choose to bring their phone into school, they do so under the conditions outlined in the policy below:

- Phones must not be used for any purpose (e.g. phoning, texting, using the internet, taking photos, checking the time, using it as a calculator, taking videos etc) on the school site.
- Phones must always be switched off (not on silent mode) and kept out of view. If a student breaches these rules the phone will be confiscated and a sanction will be issued. Students can collect their phone at the end of the day.
- Students who breach this policy and/or repeatedly use their phone in school will not be allowed their phone on site. They will be asked to enter the school via reception and hand their phone in first thing in the morning. The phone will then be returned at the end of the school day.
- Students who breach these rules will be subject to sanctions under the 'Behaviour Policy'. This includes refusal to comply with appropriate confiscation which will be treated as an incident of defiance towards a member of staff (B3).

### Mobile phones and examinations

Phones must not be taken into examinations. The possession of a mobile phone, smart watch or any other electronic devices in an examination room, whether switched on or not is an offence under JCQ regulations. This can lead to disqualification from some or all of an examination series, regardless of whether there is a proven intent to cheat.

***"You must not take into the exam room: (a) notes; (b) an iPod, a mobile phone, a MP3/4 player or similar device, a watch, AirPods or earphones/earbuds. Remember: possession of unauthorised material is breaking the rules, even if you do not intend to use it, and you will be subject to penalty and possible disqualification. If you have a watch, the invigilator will ask you to hand it to them"***

JCQ information for candidates

### Malicious use

- If a user of a mobile phone receives any communication that could be portrayed as menacing, causing harassment or offence to others, they should report it to a member of staff immediately.
- It is a criminal offence under Section 43 of the Telecommunications Act 1984 and the Malicious Communications Act 1988 to use a mobile phone to menace, harass or offend another person. The Trust may involve the police should such an action occur.

### **Searching a phone**

In line with statutory guidance from the Department for Education (DfE), staff may search a phone, including examining data and files, if there are reasonable grounds to suspect that an offence has been committed or there may be evidence of personal injury or damage to property. Further details on searching, screening and confiscation can be found at the link below: [Searching, Screening and Confiscation \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)

### **Sharing nude and semi-nude images**

Making, possessing and distributing any imagery of someone under 18 which is 'indecent' is illegal. This includes imagery of yourself if you are under 18. All incidents and suspected incidents will be investigated as a safeguarding matter in line with our "Safeguarding Children Policy (including Child Protection' and most recent government guidance: [Sharing nudes and semi-nudes: advice for education settings working with children and young people - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

### **Emergencies**

If a student needs to contact his/her parents/carers they will be allowed to use a school phone. If parents/carers need to contact students urgently they should phone the school reception and a message will be relayed promptly. Mobile phones should not be used to contact home during the school day.

### **Security for mobile phones and other valuables**

The school cannot accept any responsibility for theft, loss, damage or health effects (potential or actual) relating to mobile devices, nor for theft, loss or damage to any other valuable item, or for the theft or loss of money. It is the responsibility of parents/carers and students to ensure mobile phones and other valuables are insured.

### **MP3 and other music and multimedia players and hand-held games consoles**

Students in Years 7-11 should not bring MP3 and/or other music and multimedia players or games consoles into school **at any time** and consequently they should not be used in lessons or around the school. The high value of these items creates added security issues within school for both the student and supervising staff. Any student who brings such items into school will be subject to the sanctions described previously.