



HOME/SCHOOL AGREEMENT: MOBILE PHONES IN SCHOOL

Dear Parents/Carers,

As part of our commitment to ensuring a safe and focused learning environment, we kindly request that you review our school's mobile phone, camera and recording devices policy. It is important that both you and your child understand and agree to the guidelines outlined in this policy. By allowing your child to bring a mobile phone to school, you acknowledge and consent to the terms, ensuring that your child will follow the rules regarding its use during school hours.

Please take time to discuss these expectations with your child and sign the acknowledgement form to confirm your agreement.

Yours sincerely,

Miss McCulloch
Principal.

[The Use of Mobile Phones and Cameras and Recording Devices in School Policy](#) can be found on the school website or via this link.

1. Use of mobile phones by pupils

Children are not permitted to have phones on school site, apart from in agreed and consented circumstances, for instance travelling to school by themselves. If this is the case, parents and children are required to notify school about this. The arrangements where this can happen are as follows:

- *Parents and children are to notify school of this intention prior to bringing their phone into school. The expectations detailed will be explained to parents to enable them to share these with their child.*
- *Parents and children are to sign an agreement with the school regarding appropriate usage of mobile phones.*
- *Phones are to be turned off before entering the school site and are not to be turned on until off the school site at the end of the day. Under no circumstances should phones be used on the school site to safeguard all individuals in school – both children and adults.*
- *Children are to sign in their phones to the School Office at the beginning of each day before entering the classroom.*
- *Children are to collect their phones from the School Office at the end of the day.*

2. Sanctions

If a child is found to have their phone/recording device in school without following the correct procedure, the phone will be confiscated under sections 91 and 94 of the Education and Inspections Act 2006. This will be held in the school Office and a parent/carer will be contacted. Collection will then be arranged and sanctions for this behaviour will follow our school behaviour policy.

If inappropriate behaviour that goes against the acceptable usage specified in this policy using the device is suspected, staff have the power to search pupils' phones, as set out in the DfE's guidance on searching, screening and confiscation. The DfE guidance allows school staff to search a pupil's phone if there is reason to believe the phone contains pornographic images, or if it is being/has been used to commit an offence or cause personal injury.

If a child or parent is made aware of inappropriate content on a device, or suspects inappropriate behaviour, they should alert a member of staff immediately. School staff will then investigate this and refer on if required (see information detailed in Highfields Spencer Academy's Safeguarding and Child Protection Policy 2024-2025).

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 (consensual and non-consensual sharing nude or semi-nude images or videos)*
- *Upskirting*
- *Threats of violence or assault*
- *Abusive calls, emails, social media posts or texts directed at someone based on someone's ethnicity, religious beliefs or sexual orientation*

3. Loss, theft or damage

Pupils bringing phones to school must ensure that phones are brought into school in the appropriate manner as detailed above.

Pupils must secure their phones as much as possible, including using passwords 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 or cameras/recording devices that are lost, damaged or stolen on school premises or transport, during school visits or trips, or while pupils are travelling to and from school. Bringing them to school is done so at the child and parent/carer's own risk. This is made clear to parents and children when discussing bringing their phone to school. It is also included in the permission form.



Confiscated phones will be stored securely in the School Office. School becomes responsible for the phone if it is confiscated, hence why they are stored in a secure location. Upon confiscation, a parent/carer will be contacted. Collection will then be arranged and sanctions for this behaviour will follow our school behaviour policy.

Lost phones should be returned to the School Office. The school will then attempt to contact the owner.

PUPIL DETAILS	
Pupil name:	
Year group/class:	
Parent(s) name(s):	
Date:	

My child is required to bring their mobile phone to school because they:

Pupils who bring a mobile phone to school must abide by the school's policy on the use of mobile phones, and the protocol regarding this – it is to be signed in at the beginning of the school day and collected and signed out at the end of the day. The phone must not be turned on, on school premises.

The school reserves the right to revoke permission if pupils don't abide by the policy.

The school accepts no responsibility for mobile phones or cameras/recording devices that are lost, damaged or stolen on school premises or transport, during school visits or trips, or while pupils are travelling to and from school. Bringing them to school is done so at the child and parent/carer's own risk.

Parent signature: _____

Pupil signature: _____

FOR SCHOOL USE ONLY	
Authorised by:	
Date:	