



**Wessex**  
Learning Trust

We Learn Together

# Mobile Phone Policy



# Wessex Learning Trust

## Mobile Phone Policy

---

This policy will be reviewed by the Board of Trustees every 3 years. It will be monitored annually by senior leaders to ensure it remains effective in practice and aligned with current DfE guidance. The policy may be reviewed earlier where required

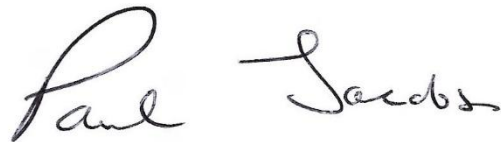


Signature:

Name: Mr Gavin Ball

Date: 06/07/2026

Position: Chief Executive



Signature:

Name: Mr Paul Jacobs

Date: 06/07/2026

Position: Chair of the Board

**Date approved by Trust Board: July 2026**

**Review Date: July 2029**

# Contents

|                                                                                 |   |
|---------------------------------------------------------------------------------|---|
| Contents                                                                        | 2 |
| 1. Introduction                                                                 | 3 |
| 2. Scope                                                                        | 3 |
| 3. Principles                                                                   | 4 |
| 3.1 Creating Distraction-Free Learning Environments                             | 4 |
| 3.2 Promoting Positive Behaviour and School Culture                             | 4 |
| 3.3 Safeguarding and Online Safety                                              | 4 |
| 3.4 Supporting Learner Wellbeing                                                | 4 |
| 3.5 Consistency Across the Trust                                                | 4 |
| 3.6 Partnership with Parents and Carers                                         | 5 |
| 3.7 Fairness, Proportionality and Inclusion                                     | 5 |
| 4. Expectations for Learners                                                    | 5 |
| 5. Expectations for Staff, Visitors, Volunteers, Local Partners and Contractors | 5 |
| 6. Role of Parents and Carers                                                   | 6 |
| 7. Sanctions, Searching and Confiscation                                        | 7 |
| 8. Safeguarding                                                                 | 7 |

# 1. Introduction

The Wessex Learning Trust recognises that mobile phones and similar smart devices form an integral part of everyday life for many learners, parents/carers, colleagues, and members of the wider school community. Smart devices include technologies with comparable functionality to mobile phones, such as the ability to send or receive messages or notifications via a mobile network, or to record audio and/or video.

We are committed to ensuring that all schools provide safe, calm, and purposeful learning environments where learners can fully focus on their education, well-being, and personal development. In line with the Department for Education guidance, Trust schools prohibit the use of mobile phones during the school day, unless specific exemptions apply.

Wessex Learning Trust schools, alongside parents and carers, share a collective responsibility to ensure that young people are educated about the safe and appropriate use of smart technology and social media. This includes promoting accountability for their actions both in and beyond the school environment, fostering respectful behaviour, and supporting learners to understand the impact their online conduct can have on themselves, others, and the wider community.

This policy aims to:

- Promote safe, responsible and appropriate use of mobile phones and similar devices
- Establish clear and consistent expectations for learners, staff, parents/carers, visitors and volunteers
- Support the Trust's commitment to safeguarding, wellbeing and positive behaviour
- Ensure that mobile phone use does not disrupt learning or undermine the school environment

This policy should be read in conjunction with other key school policies, including (but not limited to):

- Safeguarding and Child Protection Policy
- Behaviour Policy
- Relationships Policy
- Online Safety Policy
- Data Protection (GDPR) Policy

The Headteacher is responsible for ensuring the school's compliance with current legislation, statutory guidance and Trust policy relating to the use of mobile phones and smart devices.

## 2. Scope

This policy applies to all Wessex Learning Trust schools, learners, staff, volunteers, visitors, and contractors. It covers mobile phones, smart watches, and technology capable of messaging or recording, and other devices capable of communication, recording, or receiving notifications.

The DfE's [non-statutory mobile phone guidance](#) includes in the term 'mobile phones' all devices with communications and smart technology that the school chooses to include in their policy.

## 3. Principles

Wessex Learning Trust believes that schools should provide safe, calm and purposeful environments where learners can learn without unnecessary distraction. The Trust recognises that unrestricted access to mobile phones during the school day can impact learning, behaviour, safeguarding and wellbeing.

The following principles underpin this policy:

### 3.1 Creating Distraction-Free Learning Environments

Schools within the Trust will promote learning environments that are free from unnecessary distraction. Limiting the use of mobile phones during the school day supports learners to remain engaged in learning and helps teachers deliver high-quality teaching.

### 3.2 Promoting Positive Behaviour and School Culture

Clear and consistent expectations regarding mobile phone use support strong behaviour and relational cultures within schools. By establishing shared expectations, schools can create calm environments where learners understand routines and boundaries.

### 3.3 Safeguarding and Online Safety

Mobile phones and other smart devices can present safeguarding risks, including exposure to harmful or inappropriate online content, cyberbullying, online exploitation, and the sharing of images or personal information without consent.

Safeguarding systems demonstrate that mobile phone and social media use can contribute to safeguarding concerns both within school and beyond the school environment. Restricting the use of mobile phones during the school day therefore supports schools in reducing these risks, protecting learners from potential harm, and promoting safe and responsible digital behaviour.

### 3.4 Supporting Learner Wellbeing

By reducing reliance on mobile phones during the school day, schools promote a culture where learners are fully present in their learning environment. This encourages meaningful social interaction, supports positive behaviour and contributes to learners' wider personal development, wellbeing and readiness for life beyond school, which aligns directly with the Wessex Learning Trust Relationship Policy and individual school policies.

### 3.5 Consistency Across the Trust

While individual schools may implement different operational arrangements, all Wessex Learning Trust schools will apply the core expectation that mobile phones should not be used during the school day unless agreed exceptions apply.

### 3.6 Partnership with Parents and Carers

The Trust recognises the important role that parents and carers play in supporting school policies. Schools will communicate expectations clearly and work collaboratively with families to reinforce responsible mobile phone use.

### 3.7 Fairness, Proportionality and Inclusion

Any sanctions applied for breaches of the policy will be proportionate and consistent with the school's Behaviour Policy. Schools will also consider reasonable adjustments for learners with medical needs, disabilities or other exceptional circumstances.

## 4. Expectations for Learners

Learners are advised that if they bring communication devices (or other electronic devices) to school, they do so at their own risk. This also applies if the phone is confiscated. The security of the phone will remain with the learner's responsibility in all lessons, including PE/Games.

Learners in all Wessex Learning Trust schools are not permitted to use mobile phones or have them switched on while on the school site. Devices must be kept switched off and stored securely, unless a specific exception has been agreed in advance. Individual schools within Wessex Learning Trust will, in conjunction with the Trust Executive Leadership Team, determine the operational arrangements for how mobile phones are stored during the school day. These arrangements will ensure that devices are not used by learners during school hours. This includes tutor times, breaktimes, lunchtime, between lessons and during lessons.

The school accepts no responsibility for mobile phones that are lost, damaged or stolen on school premises or transport, during school visits or trips, or while learners are travelling to and from school.

An individual school may permit learners to use a mobile phone in school, due to exceptional circumstances. This will be considered on a case-by-case basis. To request such permission, learners or parents/carers should contact their individual school to discuss. An example of an exception could be that a learner with diabetes may need to track their sugar levels on a mobile device during the school day.

Sixth form students may use mobile phones only in designated areas as authorised by their school. They are expected to model positive behaviour by not using their devices elsewhere on the school site.

## 5. Expectations for Staff, Visitors, Volunteers, Local Partners and Contractors

All staff, visitors, volunteers, Local Partners, and contractors are expected to support this policy.

Staff are expected to model and teach responsible mobile phone use as part of their professional conduct, both in lessons and through the personal development curriculum.

All staff must support and consistently enforce this policy and should not use personal mobile phones in front of learners.

Where staff, visitors, Local Partners and volunteers need to use a mobile phone during the school day, this should be in non-contact time and in an area where learners are not present, such as a staffroom.

A contractor that needs to use a mobile phone or smart device on a school site, for example to register a fault or as part of a service they are providing should do so with the authorisation of a member of school staff and not in the presence of learners.

There may be exceptional circumstances in which it is appropriate for a member of staff to use their personal mobile phone during contact time. This may include situations where its use is necessary for urgent or emergency purposes, such as contacting the emergency services.

There may also be some circumstances where it may be appropriate for staff to use personal mobile phones for work. Such circumstances may include, but are not limited to:

- Use of multi-factor authentication
- In emergencies
- Supervising off-site trips
- As an emergency contact for a school trip

The Headteacher of the school will decide on a case-by-case basis whether to allow for special arrangements.

In these circumstances, staff will:

- Use their mobile phones appropriately and professionally, in line with our staff code of conduct.
- Not use their phones to take photographs or recordings of learners, their work, or anything else that could identify a learner.
- Refrain from using their phones to contact parents/carers. If necessary, contact must be made via the school office.
- Visitors, volunteers, local partners and contractors will be reminded of the mobile phone rules when signing in at reception.

## 6. Role of Parents and Carers

If parents and carers wish to pass an urgent message to their child during the school day, they should do so via the school office and not try to contact their child by mobile phone during the school day.

Parents and carers must adhere to this policy as it relates to staff when they are on the school site during the school day or at other times when learners are present. Parents and carers will be informed of the rules for mobile phone use when they sign in at reception or attend a public event at school.

This means:

- Not taking photographs or recordings of learners, including their own child, without consent of the Headteacher.
- Using any photographs or recordings for personal use only, and not posting on social media without consent from the school if the photographs or recordings include other learners in addition to their own child.

Parents and carers supervising school trips or residential visits must not:

- Use their phone to make contact with other parents/carers.
- Take photos or recordings of learners, their work, or anything else that could identify a learner.

Parents and carers supervising trips are expected to support staff in enforcing the school's policy on learners' use of mobile phones, as set out above. They must refer any concerns or breaches to a member of staff, as they do not have the authority to search or confiscate devices.

## 7. Sanctions, Searching and Confiscation

Breaches of this policy may result in confiscation of the device, detention or further sanctions in line with the school's Behaviour Policy.

Authorised school staff can confiscate mobile phones and similar devices for the length of time they deem proportionate, according to the [DfE's guidance on mobile phones in schools](#).

Authorised staff have the power to search learners' phones in specific circumstances, as set out in the [DfE's guidance on searching, screening and confiscation](#). The DfE guidance allows the authorised member of staff to search a learner's phone if there is a good reason to do so (such as having reason to believe the phone contains pornographic images, or if it is being/has been used to commit an offence or cause harm to another person).

## 8. Safeguarding

Where misuse of a mobile phone raises safeguarding concerns, staff must inform the Designated Safeguarding Lead and follow safeguarding procedures.

Certain types of conduct, bullying or harassment can be classified as criminal conduct. Wessex Learning Trust 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