



**DANE ROYD J&I SCHOOL**

# **Mobile Devices Policy**

**Review frequency: Annually**

**Approval by: Governing  
Body**

**Date approved: 21<sup>st</sup> October  
2026**

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**Review date: October 2027**

**Lead personnel: Mr Lee**

# Aims which guide our policies and practice at Dane Royd School



PERSEVERANCE

As a school, we aim to nurture an environment where children and staff achieve and thrive. We want to build strong foundations and a love of learning where every member of our school community feels they belong, can be, and become the very best version of themselves. We want our children to understand the rich heritage of the world; to be a positive member of their community and to become skilled citizens who have self-belief, passion and empathy for the world in which they live.

## Our Agreed Strong Foundations are:



RESPECTFUL

- To create a school environment which nurtures and encourages a life-long love of learning.
- All members of the school community will live the school values. Through these values, we will equip our young people with the skills for life, to make them reflective, empathetic and open-minded members of the community.
- To provide vital enrichment activities to provide opportunities for our children to experience and thrive in.
- To teach the knowledge and skills to enable our young people to make informed decisions about their well-being, health and relationships to build their self-efficacy.
- To celebrate differences and diversity, and promote equity of opportunity so all can thrive together.
- To have high aspirations for all our young people. We want every child to succeed in their own way. Successful learning means enabling every individual – regardless of background, race, gender, disability, sexuality or socioeconomic status – to flourish in our school.
- To support pupils to become responsible, active citizens who can play their part in public life as young people and adults in modern Britain.
- We want our children and staff to be proud of their school. By following our school values, we will build a respectful, dynamic and inclusive school community where everyone's achievements are celebrated.



OPEN-MINDED



UNDERSTANDING



DETERMINED

***We ensure that all of our policies and practices are guided by these aims and we seek to ensure that they are at the forefront of all that we do.***

## **Introduction**

### **Purpose:**

The purpose of this policy is to set out the school's position in determining what is 'acceptable' and 'unacceptable' use of mobile technologies by pupils while they are in school.

### **Aim:**

The aim of this policy is to prevent the unacceptable use of all electronic devices with imaging and sharing capabilities including but not limited to mobile phones, camera phones, MP3 players, Smart Watches and Smart Glasses impacting negatively on pupil learning and from preventing staff from concentrating on pupils' learning experiences.

The safeguarding of pupils and staff is a high priority and this policy has taken into account risk factors and historical behaviours that have compromised the safety of pupils and staff in school.

### **Consultation:**

This policy was written by Mr M Lee (Online Safety Leader, DSL).

## **Rationale**

The school has a duty of care to its pupils and always takes immediate action when an area of concern is identified. The school recognises that each child comes with a different experience when it comes to mobile devices, some have 'state-of-the-art' devices others do not have them at all and some are left independently with them at home whilst others are supervised. As part of being a fully inclusive school, the school has invested in age-appropriate technology that can meet the obligations we have to fulfil the national curriculum. We therefore deem it not necessary to have any form of mobile device to support curriculum needs. We do recognise that increasingly devices are needed for medical reasons and these are covered in agreement with the school and online safety policy.

Mobile technology devices may be school owned/provided or personally owned and might include smartphones, tablets, notebooks / laptops or other technology that usually has the capability of utilising the school's wireless network. The device then has access to the wider internet which may include the school's learning platform and other cloud-based services such as email and data storage.

All users should understand that the primary purpose of the use of mobile / personal devices in a school context is educational. The mobile technologies policy is consistent with and inter-related to other relevant school policies including but not limited to the Safeguarding Policy, Online Safety Policy, Behaviour Policy, Bullying Policy and Acceptable Use Policy.

The school Acceptable Use Agreements for pupils will give consideration to the use of mobile technologies.

The school allows pupils:

|                     | School Devices                      |                                        |                          | Personal Devices                                        |                                                         |                                                                   |
|---------------------|-------------------------------------|----------------------------------------|--------------------------|---------------------------------------------------------|---------------------------------------------------------|-------------------------------------------------------------------|
|                     | <b>School owned for single user</b> | <b>School owned for multiple users</b> | <b>Authorised device</b> | <b>Student owned</b>                                    | <b>Staff owned</b>                                      | <b>Visitor owned</b>                                              |
| Allowed in school   | Yes                                 | Yes                                    | Yes                      | No<br>Unless for medical purposes agreed by Headteacher | Yes                                                     | No<br>Unless permission given by SLT e.g. NHS and Social Services |
| Full network access | Yes                                 | Yes                                    | Yes                      | No                                                      | No                                                      | No                                                                |
| Internet only       |                                     |                                        |                          | No<br>Unless for medical purposes agreed by Headteacher | No<br>Unless for medical purposes agreed by Headteacher | No<br>Unless for medical purposes agreed by Headteacher           |
| No network access   |                                     |                                        |                          |                                                         |                                                         |                                                                   |

Where personal devices are required for medical reasons, they must be approved by the Headteacher and a parent/child medical agreement form must be completed. The personal device will not be able to connect to school networks.

## Policy

- The school strongly advises that mobile devices are not brought to school and there is no legitimate reason beyond medical reasons for children to have them in school.
- The school accepts that there may be reasons why parents want their child to have a mobile device on them for after school, whether it be for a journey or going to a friend's house. In these instances, the phone should be turned off and handed to the class teacher on arrival at school. The school does not accept responsibility for the loss, theft or damage to any mobile device brought in to school.
- If a mobile device is seen, it will be confiscated immediately and this will be logged on CPOMs. Parents can collect the phone at the end of the school day.
- If it happens twice, the phone will be confiscated and parents will meet with a member of the SLT to discuss the behaviour and have the phone returned.
- Any pupil who does not hand their device over will be dealt with following the school's behaviour policy.
- If there is reason to suspect the phone has been used in school to record any sound, picture or video, the phone will be confiscated, parents will be contacted and appropriate measures will be taken following national guidance.
- The school will involve the police if material on the device is suspected to breach any of the online-safety policy remits including but not limited to anything promoting violence, bullying and pornography.

## Consequences

Consequences will be discussed on a case-by-case basis and could involve any of the following depending on the severity of the infringement.

| Incidents:                                                                                                                                                          | Refer to class teacher | Refer to Head of KS2 | Refer to Headteacher | Refer to Police | Refer to technical support staff for action re filtering / security etc | Inform parents / carers | Removal of network / internet access rights | Warning | Further sanction e.g. detention / exclusion |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|----------------------|----------------------|-----------------|-------------------------------------------------------------------------|-------------------------|---------------------------------------------|---------|---------------------------------------------|
| <b>Deliberately accessing or trying to access material that could be considered illegal (see list in earlier section on unsuitable / inappropriate activities).</b> |                        | X                    | X                    | X               | X                                                                       | X                       | X                                           | X       | X                                           |
| Unauthorised use of non-educational sites during lessons                                                                                                            | X                      |                      |                      |                 |                                                                         |                         |                                             |         |                                             |
| Unauthorised use of mobile phone / digital camera / other mobile device                                                                                             | X                      | X                    | X                    |                 |                                                                         | X                       | X                                           | X       | X                                           |
| Unauthorised use of social media / messaging apps / personal email                                                                                                  | X                      | X                    | X                    |                 | X                                                                       | X                       | X                                           | X       | X                                           |
| Unauthorised downloading or uploading of files                                                                                                                      |                        | X                    | X                    |                 |                                                                         | X                       | X                                           | X       | X                                           |
| Allowing others to access school / academy network by sharing username and passwords                                                                                | X                      | X                    | X                    |                 |                                                                         | X                       | X                                           | X       | X                                           |
| Attempting to access or accessing the school / academy network, using another student's / pupil's account                                                           | X                      | X                    |                      |                 |                                                                         | X                       | X                                           | X       | X                                           |
| Attempting to access or accessing the school / academy network, using the account of a member of staff                                                              | X                      | X                    | X                    |                 |                                                                         |                         |                                             |         |                                             |
| Corrupting or destroying the data of other users                                                                                                                    | X                      | X                    | X                    |                 |                                                                         | X                       | X                                           | X       | X                                           |
| Sending an email, text or message that is regarded as offensive, harassment or of a bullying nature                                                                 | X                      | X                    | X                    |                 |                                                                         | X                       | X                                           | X       | X                                           |
| Continued infringements of the above, following previous warnings or sanctions                                                                                      | X                      | X                    | X                    |                 |                                                                         | X                       | X                                           | X       | X                                           |
| Actions which could bring the school into disrepute or breach the integrity of the ethos of the school                                                              | X                      | X                    | X                    |                 |                                                                         | X                       | X                                           | X       | X                                           |
| Using proxy sites or other means to subvert the school's / academy's filtering system                                                                               | X                      | X                    | X                    |                 | X                                                                       | X                       |                                             |         |                                             |
| Accidentally accessing offensive or pornographic material and failing to report the incident                                                                        | X                      | X                    |                      | X               |                                                                         | X                       | X                                           | X       | X                                           |
| Deliberately accessing or trying to access offensive or pornographic material                                                                                       | X                      | X                    | X                    | X               |                                                                         | X                       | X                                           | X       | X                                           |
| Sharing nudes and semi-nudes                                                                                                                                        |                        |                      | X                    |                 |                                                                         | X                       |                                             | X       | X                                           |
| Receipt or transmission of material that infringes the copyright of another person or infringes the Data Protection Act                                             | X                      | X                    |                      | X               |                                                                         | X                       | X                                           | X       | X                                           |

## **Teaching about mobile devices**

Teaching relating to the acceptable use of these technologies in school and outside of school will continue to take place as part of a robust online-safety curriculum. At Dane Royd, we believe that mobile technologies have the potential to enhance children's learning experiences but that primary children are still lacking the full skills to use these independently and without adult supervision and this will be communicated to all children. Each year, children will continue to discuss and sign the acceptable use policy that includes mobile devices – they will be made aware of the consequences of not adhering to the acceptable use policy.

## **Parents**

If parents wish to contact children through the school day, this should be communicated via the school office. If a phone is brought to school, children should be told to hand it in to their class teacher. We thank you for continuing to work with the school.

## **Concluding notes**

The SLT are primarily responsible for monitoring the implementation of this policy.