



Devonshire House Preparatory School

# Mobile Phone Policy

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| Last review date | <i>September 2026</i> |
| Next review date | <i>September 2027</i> |
| Lead reviewer    | <i>Louise Reen</i>    |

## **Serving North London Families**

Devonshire House is a co-educational prep school, offering unparalleled preparation for senior school and life thereafter. Our unwavering emphasis on individual growth, within an inclusive community, balances traditional values and modern practice to inspire fearless life-long learning.

Our school values are:

- **Growth** – we reach high
- **Courage** – we learn fearlessly
- **Wonder** – we are inspired to find our spark
- **Belonging** – we care and come together

## **Policy statement:**

At Devonshire House School, we are committed to providing a calm, focused and positive environment in which every child can learn, play, develop friendships and flourish.

We recognise that mobile phones and other smart devices can be useful, particularly for older pupils who may travel independently to and from School. However, we believe that children benefit from being free from the distractions, pressures and potential safeguarding risks associated with personal mobile devices during the school day.

This policy sets out the School's expectations regarding mobile phones and other personal smart devices brought onto the School premises.

The policy has been developed with regard to the Department for Education's statutory guidance, *Mobile phones in schools*, which schools in England should follow from 1 September 2026.



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This policy applies to all pupils at Devonshire House School, from Nursery through to Year 8, and covers mobile phones and other personal devices brought from home that have similar functionality.

For the purposes of this policy, personal smart devices include, but are not limited to:

- mobile phones and smartphones;
- smart watches;
- devices capable of sending or receiving calls, messages or notifications through mobile phone networks;
- devices capable of recording audio or video; and
- other personal interactive communication devices with similar functionality.

School-owned or School-provided devices used for educational purposes are not covered by the restrictions in this policy, although their use remains subject to the School's Acceptable Use and Online Safety policies.

### 1. Mobile phone-free school day

Devonshire House School is a **mobile-phone-free environment during the school day**.

Pupils must not have access to or use a mobile phone or other personal smart device during the school day.

The school day begins when a pupil enters the School site and ends when the pupil leaves the School site at the conclusion of the normal school day.

This includes:

- lessons;
- registration;
- assemblies;
- the time between lessons;
- breaktimes;
- lunchtime; and
- co-curricular activities taking place during the school day.

For pupils attending wraparound care, the expectations set out in Section 5 also apply.

### 2. Bringing a mobile phone to School

We recognise that, particularly for older pupils, some families may wish their child to carry a mobile phone when travelling to and from School.

Where a pupil is permitted to bring a mobile phone to School:

1. the phone must be switched off or placed on silent before it is handed in;



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2. the pupil must hand the phone to the member of staff at the gate as they enter the school premises. If they are late, the phone must be handed into the office on arrival;
3. the phone will be stored in a secure location designated by the School and accessible only to authorised staff;
4. the phone will be returned to the pupil at the end of the normal school day.

Pupils must not retain a mobile phone in their possession during the school day unless an agreed exception applies.

Pupils who do not need a mobile phone for their journey to or from School are encouraged not to bring one onto the School premises.

### **3. Smart watches and other personal smart devices**

The same expectations apply to smart watches and other personal smart devices that are capable of:

- sending or receiving calls, messages or notifications through mobile phone networks;
- accessing the internet or communicating independently of a paired phone; or
- recording audio and/or video.

Where such a device is brought to School, it must be handed in on entry to the school site and stored securely for the duration of the school day.

A pupil may wear a conventional watch that does not have these communication or recording functions, subject to the School's usual expectations.

### **4. Individual circumstances and reasonable adjustments**

The School recognises that some pupils may require access to a mobile phone or other personal smart device because of a medical condition, disability, special educational need or other individual circumstance.

Where there is a specific need, the School will consider appropriate arrangements on an individual basis and will make reasonable adjustments where required.

Any agreed exception will be:

- discussed with the relevant parent/carers and pupil, where appropriate;
- authorised by the Head, Deputy Head, SENDCo or another member of the Senior Leadership Team.
- clearly communicated to relevant staff; and
- reviewed periodically to ensure that it remains appropriate.



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Where a pupil uses health technology or assistive technology, the School will work with the pupil, parents/carers and relevant professionals where appropriate to ensure that necessary technology remains available.

### 5. Wraparound care

The School recognises that pupils may attend the School's wraparound care provision after the normal school day.

Mobile phones and personal smart devices must **not be used by pupils during wraparound care**.

Where a pupil has brought a mobile phone or other personal smart device to School in accordance with this policy, the device will remain securely stored until the pupil leaves the School site at the end of the day.

Pupils attending wraparound care should not collect their mobile phone at the end of the normal school day for use during wraparound care.

If a pupil needs to contact a parent or carer while attending wraparound care, they should speak to a member of the wraparound care team. The School will facilitate contact where this is necessary or appropriate.

Parents and carers should contact the School Office or wraparound care team, as appropriate, rather than contacting their child's personal device.

### 6. Contacting pupils during the school day

Parents and carers should not contact pupils directly on their mobile phones during the school day or while they are attending wraparound care.

If a parent or carer needs to contact their child, they should contact the School Office or the wraparound care team, as appropriate.

Similarly, pupils who need to contact their parents or carers should speak to a member of staff. The School will facilitate contact where this is necessary or appropriate.

### 7. Emergencies

In an emergency, pupils should follow the instructions of School staff rather than attempting to use their personal mobile phone.

The School has established procedures for managing emergencies and will ensure that parents/carers are contacted where appropriate.

### 8. Unauthorised possession or use

If a pupil is found to have a mobile phone or other prohibited personal smart device in their possession during the school day or while attending wraparound care, the device will be confiscated and stored securely.



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The School may confiscate, retain and, where appropriate, examine a device where this is lawful, necessary and proportionate, in accordance with the School's Behaviour Policy, Safeguarding and Child Protection Policy and relevant legislation.

The School will respond to breaches of this policy in accordance with the School's Behaviour Policy.

Repeated or deliberate breaches may result in additional sanctions.

Any response will take account of the individual circumstances of the pupil, including any relevant SEND, medical or other needs.

### **9. Photography, video and audio recording**

Pupils must not use personal devices to photograph, film or make audio recordings of other pupils, staff or visitors without the express permission of a member of staff and, where appropriate, the individuals concerned.

The recording, sharing or distribution of images, video or audio involving members of the School community may constitute a serious breach of the School's Behaviour, Safeguarding or Acceptable Use policies.

Particular care will be taken in relation to the recording or sharing of images of children.

Where a device is believed to contain evidence of bullying, harassment, safeguarding concerns or criminal activity, the device may be retained while the matter is investigated. Staff will follow the School's Safeguarding and Child Protection Policy and any relevant statutory guidance.

### **10. Online behaviour**

Although this policy concerns devices brought into School, the School recognises that online behaviour can have a significant impact on pupils and the wider School community.

Online bullying, harassment, threats, inappropriate communication, or the sharing of harmful or inappropriate material may be dealt with under the School's Behaviour, Anti-Bullying, Safeguarding and/or Acceptable Use policies, including where such behaviour takes place outside the School day but has an impact on the School or its pupils.

### **11. Lost, damaged or stolen devices**

Pupils bring mobile phones and other personal smart devices to School at their own risk.

Where a device is handed to the School in accordance with this policy, the School will take reasonable steps to store it securely. However, the School does not accept responsibility for loss or damage to personal devices except where this results from negligence or other circumstances for which the School is legally responsible.

Pupils should not bring expensive or unnecessary devices to School.



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### **12. Parents and carers**

Parents and carers play an important role in supporting the School's approach to mobile phones and personal smart devices.

Parents and carers are asked to:

- support the School's mobile-phone-free approach during the school day and wraparound care;
- discuss these expectations with their child;
- ensure that their child understands the arrangements for handing in and collecting their device;
- contact the School Office or wraparound care team rather than their child's personal device; and
- inform the School if their child has a medical, SEND or other individual need that may require an exception to this policy.

### **13. Staff**

Staff should model appropriate use of mobile phones and personal smart devices and should limit personal use of such devices in the presence of pupils except where necessary, appropriate or authorised.

Staff use of devices is governed by the School's Staff Code of Conduct, Acceptable Use Policy and other relevant policies.

### **14. Visitors**

Visitors should use mobile phones responsibly and appropriately while on School premises and must not photograph, film or record pupils without prior permission from the School. Visitors must comply with all safeguarding and data protection requirements.

### **15. Review and monitoring**

The School will monitor the implementation and effectiveness of this policy and will review it annually, or sooner where there are significant changes to legislation, statutory guidance or School practice.

The School will ensure that the policy remains consistent with its wider approach to behaviour, safeguarding, online safety and pupil wellbeing.



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### **16. Related policies and guidance**

This policy should be read alongside:

- Behaviour Policy;
- Safeguarding and Child Protection Policy;
- Anti-Bullying Policy;
- Online Safety / Acceptable Use Policy;
- SEND Policy;
- Staff Code of Conduct;
- Complaints Policy;
- DfE Statutory Guidance (June 2026) [Mobile phones in schools - GOV.UK](#)