

Grace Academy Solihull

Mobile Phone Policy

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1. Introduction and aims

Our policy aims to:

- Promote safe and responsible phone use
- Set clear guidelines for the use of mobile phones for pupils, staff, parents/carers, visitors and volunteers
- Support the academy's other policies, especially those related to child protection and behaviour

This policy also aims to address some of the challenges posed by mobile phones in academy, such as:

- Risks to child protection
- Data protection issues
- Potential for lesson disruption
- Risk of theft, loss, or damage
- Appropriate use of technology in the classroom

Note: throughout this policy, 'mobile phones' refers to mobile phones and similar devices.

2. Relevant guidance

This policy meets the requirements of the Department for Education's [mobile phone guidance](#) and [behaviour guidance](#). Further guidance that should be considered alongside this policy is [Keeping Children Safe in Education](#).

3. Roles and responsibilities

3.1. Staff

All staff (including teachers, support staff and supply staff) are responsible for consistently enforcing this policy.

Volunteers, or anyone else otherwise engaged by the academy, must alert a member of staff if they witness, or are aware of a breach of this policy.

The Assistant Principal for Behaviour is responsible for monitoring the policy every 2 years, reviewing it, and holding staff and pupils accountable for its implementation.

3.2. Governors

Governors will review and ratify this policy at appropriate points.

4. Use of mobile phones by pupils

The DfE's mobile phone guidance says that pupils should not use mobile phones throughout the academy day.

Pupils should not use their mobile phones during the academy day, including during lessons, in the time between lessons, at breaktimes and at lunchtimes, and around the academy site.

Our academy's approach to pupils bringing mobile phones to the academy is that:

- Mobile phones must never be SEEN, HEARD or USED
- Mobile Phones are banned from the academy premises, and if seen, used or heard they will be confiscated.

4.1. Use of smartwatches by pupils

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

Smartwatches are wristwatches with smart technology in them. They can be used to tell the time, send and receive text and voice messages, make calls and listen to music. Some smart watches have wellness and health-related features.

Smartwatches are banned from the academy site as:

- Pupils may be able to use a smartwatch to communicate via text, even if their phone is in their bag or pocket
- Smartwatches are often smaller than mobile phones and at a distance look similar to regular watches, so might be easier to conceal
- Smartwatches can be more fragile than mobile phones, so any confiscation / storage procedures may need to be modified to safely accommodate them

4.2. Exceptions for special circumstances and for Post-16 pupils

There may be situations where pupils are allowed to bring a mobile phone to, and use it in the academy. These exceptional circumstances must be agreed by the senior leadership team. For instance:

- Pupils with health conditions, such as diabetes, who use their phones to monitor their blood sugar
- Post-16 pupils

The use of mobile phones by sixth-form pupils is permitted in specific spaces and at specific times:

- Sixth-form pupils are allowed access to their mobile phones at specific times during the academy day, to reflect their increased independence and responsibility, but must not compromise our policy on the use of mobile phones for other pupils.
- Therefore, they are only permitted to use their mobile phones out of sight of younger pupils during break and lunch times in the Sixth Form area. Misuse of mobile phones by pupils in the sixth form will lead to sanctions as noted below.

4.3. Sanctions

If a pupil is in breach of this policy the following sanctions will be applied:

- Mobile phones will be confiscated if **SEEN, HEARD or USED** (Schools are permitted to confiscate phones from pupils under [sections 91](#) and [94](#) of the *Education and Inspections Act 2006*)

- If a phone is confiscated, a teacher or staff member will request the phone to be handed to them and will log an 'on call'. The Assistant Head of Year (AHOY) will collect the phone and then sign the phone in at reception and the reception team will store the phone in a lockable cupboard. A text/email will be sent to the relevant parent/carer informing them of the confiscation and the parent/carer will be invited to collect the phone at their earliest convenience within academy hours. (Headteachers 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](#))
- A C2 phone sanction will be issued and a 15 minute detention will be given for the same day. This will be logged by the teacher or staff member confiscating the phone.
- If a child refuses to hand their phone over to staff this will then escalate through our behaviour system as a refusal to follow staff instructions. Please see the [Student Behaviour Policy](#) for more details.

Staff have the power to search pupils' phones in specific circumstances, as set out in the [DfE's guidance on searching, screening and confiscation](#). The DfE guidance allows you to search a pupil'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).

If inappropriate content is thought to be on a phone the police and/or Children's Services may be contacted for advice. Staff will communicate with parents/carers and keep them up to date where possible with the advice given by safeguarding partners.

In each case, the sanction given must be reasonable and proportionate. The academy will also consider whether:

- There are any relevant special circumstances (for example diabetes monitoring)
- The pupil's behaviour may indicate they may be suffering, or at risk of harm. If this is suspected, staff will follow the appropriate procedure set out in Part 1 of [Keeping Children Safe in Education](#)

Certain types of conduct, bullying or harassment can be classified as criminal conduct. The academy 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 on the basis of someone's ethnicity, religious beliefs or sexual orientation

5. Loss, theft or damage

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

The academy will make sure pupils and parents/carers are aware of the disclaimer above through the following methods:

- Put signs up in the academy main entrance/office
- Disclaimers in permission forms for bringing a phone to the academy

- Disclaimer in your home-school agreement (if you have one)
- Copies of our policy and disclaimer to new pupils and parents/carers through the academy website
- Children will be informed and reminded in tutor sessions, assemblies and during mentoring conversations of the academy's expectations

Confiscated phones will be stored in the academy reception in a locked cabinet.

Lost phones should be returned to reception. The academy will then attempt to contact the owner.

6. Monitoring and review

The academy is committed to ensuring that this policy has a positive impact on pupils' education, behaviour and welfare. When reviewing the policy, the academy will take into account:

- Relevant advice from the Department for Education, the local authority and any other relevant organisations