The Winston Churchill School

STUDENT MOBILE PHONE AND ELECTRONIC DEVICE POLICY

Note: This is a new policy introduced following significant changes to current school procedures. As such, it will remain under review throughout its implementation during the upcoming academic year. The school reserves the right to amend the policy as necessary to accommodate operational needs.

Review by:	Governors
Adopted by the Full Governing Body:	**March 2025**
Next review:	**June 2027**

Rationale

At The Winston Churchill School we recognise that mobile phones are part of everyday life for our pupils and families, as well as the wider school community.
Our policy aims to:

- Promote safe and responsible phone use by students
- Set clear guidelines on the use of mobile phones for students
- Support the school's other policies including the school's Safeguarding, Behaviour and Anti-Bullying policies

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

- Risks to child protection
- Bullying
- Potential for lesson disruption
- Theft, loss or damage
- Inappropriate use of technology in the classroom
- Data protection issues

Use of Mobile Phones by Students

From 8.30am-2.55pm Winston is a mobile phone-free school for students. All students at Winston are permitted to bring a mobile phone with them to school, but at 8.30am, during tutor time it must be switched off and securely locked in students' Yondr pouch along with any wearable tech.

Wearable tech includes, but is not limited to:

- Smartwatches

- AirPods or other Bluetooth-connected earbuds
- Bluetooth enabled devices that connect to and interact with a mobile phone

Students are responsible for bringing their Yondr pouch to school every day and ensuring it remains in good working condition.

- Tutors will conduct daily checks during morning registration to ensure every student has secured their mobile phone and wearable tech in their Yondr pouch.
- The same sanctions apply if any phone or wearable tech is seen or found outside the locked pouch or in an unlocked pouch after 08.30am.

At 2.55pm, students will be able to unlock their Yondr pouch, and remove their phone, at designated unlocking stations located at school exits. They must store the locked Yondr pouch in their school bag for the next day.

DAILY PROCESS

Beginning of the Day

1. Students bring the Yondr pouch to school each day.
2. Upon arrival, students open their pouch at the unlocking station(s)
3. During registration in front of their tutor students will:
    - Turn their phone off
    - Place their phone and any wearable tech inside the pouch
    - Secure the pouch closed in front of their form tutor
    - Store the pouch in their backpack for the day

End of the Day

1. Students open their pouch at the unlocking station(s)
2. Remove their phone and wearable tech
3. Close their pouch (to prevent damage to the locking mechanism)
4. Keep the pouch in their school bag overnight.

Students Arriving Late or Leaving Early

Arriving late: Students must pouch their phones at the attendance office as they sign-in.
Leaving early: Students will unlock their pouch at the attendance office or main office when they sign-out.

Out-of-Hours Unlocking

A further unlocking station, outside the perimeter of the school, will be available to unlock any pouches out of hours.

Failure to follow the policy

Example	Possible consequence
Lost or Damaged pouch Examples of damage include, but are not limited to: • Ripped fabric • Cut • Torn • Bent/cut pin • Signs of force to black button on flap • Damage to the black ball e.g. scuffing or scratches	Purchase of replacement pouch required - £20.00 via ScoPay. Student must hand their phone to their tutor, it will be kept at the the main office and collected 2.55pm until the replacement is purchased. 1 hour detention issued Deliberate and/or repeated damage may result in a 60-minute detention, internal exclusion or suspension.

• Pouch opens without unlocking station A pouch is considered lost if not brought into school for 3 consecutive days.	**If appropriate or necessary, the school reserves the right to confiscate a phone until a new pouch is purchased.**
Forgotten Pouch Consistently forgetting will be treated as lost - **refer to the Lost Pouch policy above**	Phone confiscated to main office until 2.55pm. Parent/carer contacted to reinforce policy.
Phone not secured in a pouch Phone seen or found outside of Yondr pouch. Phone in unlocked pouch.	First time - Phone placed in its pouch and confiscated to the main office until 2.55pm. 60-minute detention issued. Second time - Phone placed in its pouch and confiscated to the main office until 2.55pm. Internal exclusion (IEC) issued. Third time - Phone placed in its pouch and confiscated to the main office until 2.55pm. Suspension or directed off-site placement **The school reserves the right to confiscate a phone and only return to parent/carer.**
In possession of unlocking station and/or magnet	Suspension
Accidental Damage Notify the school immediately explaining what happened. If any damage is spotted at a "pouch check" and was not previously reported it will be considered deliberate.	Phone confiscated to main office until 2.55pm. Replacement pouch required - £20.00 via ScoPay

Monitoring

Staff will conduct routine pouch checks to ensure:

- The pouch is securely closed
- The pouch contains the student's phone (switched off) and any wearable tech
- The pouch is not damaged

Students found in breach of expectations will receive a consequence detailed above.

Loss, Theft or Damage

The school accepts no responsibility for mobile phones that are lost, damaged or stolen at any time:

- on school premises
- during school visits or trips,
- while students are travelling to and from school

Students without a mobile phone

Students that do not bring a mobile phone to school are not required have or purchase a Yondr pouch. Parents must inform the school formally via the EduLink One Form if their child does not require a Yondr pouch. If a student who is registered as not requiring a Yondr pouch, is found in possession of a mobile phone the student will face the same consequences as losing a pouch.

Student Medical Requirements

Students with a diagnosed, documented medical condition requiring phone access for health monitoring e.g. real time glucose checks for diabetes, may use their phone strictly for this purpose.

These students will receive a Velcro Yondr pouch and a medical exemption card. They will only use their phone for medical reasons in designated areas as agreed in their Medical Information Form.

Communication

If a student needs to contact home during the school day, they must go to the main reception where staff will determine if a call is necessary. Parents/carers needing to reach their child during school hours (usually in an emergency) must contact reception who will relay the message.

School trips and visits

Students may be required to take their Yondr pouch on school trips and visits, including fixtures. If this is the case, details regarding the procedures and potential consequences will be shared by the trip or visit leader.

For Parents/carers

Parents can seek further guidance on keeping children safe online from the following organisations and websites:

UK Safer Internet Centre - Homepage - UK Safer Internet Centre
Childnet - Childnet — Online safety for young people