



Prepared by:

Signature:

Date:

**Tony Lacey**

Chief Executive Officer

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22<sup>nd</sup> September 26

Approved by:

**Lisa Finnegan**

Deputy CEO

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22<sup>nd</sup> September 26

**Jane Owens**

Chair of Trustees

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22<sup>nd</sup> September 26

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### **1. Aim**

The welfare and well-being of all Oak Trees pupils is paramount. This policy sets out the Trust approach to mobile phone use for pupils across the primary age settings.

### **2. Procedures in Oak Trees Schools**

- No pupil should have a mobile phone on them in school at any time during the school day. This includes on school trips, residentials and at extra-curricular activities
- Oak Trees Multi Academy Trust or any of its schools will not be held responsible for any loss or damage of personal mobile phones.

### **3. Pupil Arrangements**

We recognise that mobile phones are part of everyday life for many children and that they play an important role in helping pupils to feel safe and secure. We also recognise they can prove a distraction within school and can provide a means of bullying or intimidating others.

It is our preference that pupils do not bring a mobile phone to school but we do accept that in some circumstances pupils may need to bring a phone to school.

If a parent wishes for his/her child to bring a mobile phone to school to use on transport;

- The phone must be switched off before they leave transport and handed in to a designated member of staff on arrival at the school.
- Mobile phones found in school and used without permission will be confiscated and returned at the end of the day.
- Once handed back to pupils at home time, phones should not be switched back on until pupils are back on transport.
- Whilst we cannot dictate, we would prefer children to bring a non-Smartphone to school.
- All phones and tablets used on transport must not have Wifi turned on the camera must be covered so photos cannot be taken.
- Any pupil found using a mobile phone on school premises without permission will be subject to the school's behaviour policy and sanctions.
- In exceptional circumstances, agreed by the school as part of the child's Health Care Plan, children with diabetes/glucose medical needs may need a phone to track their glucose levels in school.

**Note:** SMARTWATCHES with internet connectivity must not be worn by pupils in school

#### **4. Safeguarding**

Concerns regarding mobile phone, camera and image capturing must be reported to the Headteacher and DSL. Appropriate actions will be taken in line with the Trust Safeguarding Policy and relevant guidance.

#### **5. Review**

This policy will be reviewed every 3 years unless new guidance requires an earlier update