



Storyybrook Mobile Phone and Smart Device Policy





1. Purpose

Storyybrook recognises that mobile phones and smart devices can provide valuable communication and learning opportunities. However, they can also present safeguarding, wellbeing, online safety, privacy and behavioural risks.

As a specialist SEMH setting, Storyybrook acknowledges that pupils may be particularly vulnerable to online risks, inappropriate contact, cyberbullying, exploitation, harmful content and difficulties managing technology safely.

This policy sets out clear expectations regarding the use of mobile phones, smartwatches and other smart devices by pupils, staff, visitors, contractors and volunteers.

This policy should be read alongside:

- Safeguarding and child protection policy
- E-safety policy
- Filtering and monitoring policy
- Behaviour and relationships policy
- Staff code of conduct
- Data protection policy

2. Legal framework

This policy is informed by:

- Keeping Children Safe in Education (KCSIE) 2025
- Working Together to Safeguard Children 2025
- Data Protection Act 2018
- UK GDPR
- Human Rights Act 1998
- Education Act 2002

Mobile phone use is considered within Storyybrook's wider safeguarding responsibilities.

3. Definitions

For the purposes of this policy, smart devices include:

- mobile phones
- smartphones
- smartwatches
- tablets
- internet-enabled devices
- wearable technology
- devices capable of photography, recording or internet access





4. Pupil mobile phones and smart devices

Pupils are not permitted to use personal mobile phones during the school day.

Personal mobile phones should not be brought into school unless there is an exceptional reason agreed by the Headteacher.

Where a pupil brings a mobile phone to school:

- the device must be handed to a member of staff upon arrival
- it will be securely stored
- it will be returned at the end of the school day

Devices handed in by pupils will be stored securely in the school office or another agreed secure location.

Pupils must not:

- use personal mobile phones during the school day
- access social media on personal devices
- photograph or record others
- use devices during lessons or social times
- connect personal devices to the school network without permission

This reflects the school's safeguarding responsibilities and the needs of the SEMH cohort.

5. Smartwatches

Smartwatches that:

- access the internet
- send messages
- make calls
- take photographs
- record audio

will be treated as mobile phones.

Pupils may be required to remove or hand in smartwatches during the school day.

6. Educational use of technology

Where technology is used as part of planned learning activities:

- devices will be provided or approved by the school
- pupils will be supervised
- internet access will be subject to filtering and monitoring arrangements
- staff will reinforce safe and responsible use





7. Staff use of mobile phones

Staff may carry personal mobile phones but must use them professionally and appropriately. Personal mobile phones should only be used during the school day in exceptional circumstances or for an agreed professional reason. Staff personal mobile phones should not be used in pupil-facing areas unless there is an emergency or an agreed professional reason. Staff must ensure that personal device use does not compromise supervision, safeguarding responsibilities or professional standards.

The Headteacher and DSL will report any significant mobile phone or smart device safeguarding incidents through the school's safeguarding and governance monitoring processes.

Staff must not:

- use personal devices to communicate with pupils
- share personal telephone numbers with pupils
- connect with pupils via social media
- photograph pupils on personal devices
- record pupils on personal devices
- store pupil information on personal devices unless authorised and secure

All communication with pupils and families must occur through approved school systems.

Staff must ensure that mobile phone use does not detract from supervision responsibilities.

This expectation aligns with the Staff Code of Conduct and safeguarding procedures.

8. Photography and recording

The use of personal devices for photography, video recording or audio recording is prohibited unless expressly authorised.

Only school-approved devices may be used for:

- educational purposes
- school publicity
- assessment purposes
- safeguarding evidence where appropriate

Images and recordings must be stored securely and managed in accordance with data protection requirements.

Personal devices must not be used to upload, store, transfer or share images or recordings of pupils.





9. Visitors, volunteers and contractors

Visitors, volunteers and contractors are expected to use mobile phones responsibly while on site.

They must:

- follow safeguarding expectations
- avoid photographing or recording pupils
- comply with visitor procedures
- follow instructions from school staff

Any safeguarding concerns relating to mobile phone use must be reported immediately.

10. Online safety and safeguarding

The school recognises that mobile phones may be used to facilitate:

- cyberbullying
- harmful sexual behaviour
- sharing of nude or semi-nude images
- exploitation
- grooming
- radicalisation
- inappropriate contact
- access to harmful content

Any concerns relating to mobile phone use will be treated as safeguarding concerns and managed in accordance with the Safeguarding and Child Protection Policy.

11. Searching devices

Storyybrook reserves the right, where lawful and appropriate, to search, examine or confiscate a device in accordance with statutory guidance and the Behaviour and Relationships Policy.

Any search of a device will be carried out in line with statutory guidance, safeguarding procedures and the school's Behaviour and Relationships Policy.

Where safeguarding concerns arise, the Designated Safeguarding Lead will determine appropriate action and whether external agencies should be involved.

Staff will not routinely search devices and will only do so where there is a lawful reason and safeguarding justification.





12. Misuse of mobile phones and smart devices

Misuse may include:

- cyberbullying
- inappropriate photography or recording
- accessing harmful content
- sharing inappropriate images
- use during lessons without permission
- misuse of social media
- behaviour that compromises safeguarding

Responses will be proportionate and may include:

- confiscation
- parental involvement
- behaviour support measures
- safeguarding intervention
- referral to external agencies

13. Monitoring and review

The Headteacher and DSL will monitor implementation of this policy.

The policy will be reviewed:

- annually
- following significant incidents
- following changes in statutory guidance

Policy statement

Storyybrook is committed to ensuring that mobile phones and smart devices are used safely, responsibly and appropriately. Through clear expectations, strong safeguarding practice and a culture of vigilance, the school seeks to protect pupils, staff and the wider community from risks associated with mobile technology.

