



# TRINITY SCHOOL

## Mobile Phone Policy

This policy is written in relation to, and in compliance with, the DfE's expectation that pupils are not to have access to their mobile phones throughout the school day including during lessons, the time between lessons, breaktimes and lunchtime. This policy is written in reference to the non-statutory DfE guidance [Mobile Phones in Schools](#), published January 2026. This policy also applies to Smart Watches that have the relevant capabilities.

### Students in Junior Year to Fifth Year

- In line with the guidance's position that all schools should be mobile phone-free by default, Trinity's school rules dictate that students in Years J to 5 must keep mobile phones in their lockers during the school day (including break and lunch) and until they have left school site at the end of the day, unless they have permission from a member of staff to use them.
- Use should only be for vital calls such as to parents and only with permission from staff.
- Students in J – 5 are issued a school iPad, and access to all social media/messaging apps is restricted. These are subject to filtering and monitoring regarding internal messaging capabilities, and a separate acceptable use policy exists to guide their use.
- The filtering app Lightspeed is active on all school devices which allows web browser activity to be filtered outside of school as well as during the school day.
- All activity on the school's network and Wi-Fi is filtered and monitored.

### Students in the Sixth Form

- In line with the guidance's allowance for Sixth Form access at limited times and in specific locations, students in the Sixth Form may have mobile phones with them, but these must be switched off completely during lessons and other activities, unless permission is given by a member of staff for their use.
- They should not be out around school, or visible to students in younger years and their use is only permitted in Sixth Form specific areas (the Sixth Form Centre and the Mitre Café).
- These principles apply until students have left site at the end of the school day.
- All activity on the school's network and Wi-Fi is filtered and monitored.

### Misuse and sanctions

- Students who misuse their mobile phones or breach the policy above can expect to be subject to sanctions. These sanctions include:
  - The confiscation of a phone until the end of the school day.
  - Phone report.

- One of the school's sanctions from the sanctions ladder (see the Behaviour and Sanctions policy).
- It is acknowledged that staff are expected to consistently uphold this policy with regard to students and to reflect best practice in their own behaviours by not visibly using their own personal phones in front of students during the school day.
- The guidance stipulates that staff are legally protected from liability for loss/damage to confiscated devices, provided actions are lawful and proportionate.
- Mobile phones are included as items subject to search under the school's behaviour policies.

### Safeguarding and SEND Considerations

- The school will make reasonable adjustments under the Equality Act. For example, some pupils may require phone access for: disability-related needs, medical conditions (e.g. diabetes monitoring) and other individual circumstances (e.g. young carers). Any flexibility that is permitted would be purpose-specific, time-limited and supervised, rather than a blanket exemption.
- Any misuse that raised a safeguarding concern would be addressed via the school's usual child protection procedures.

### Trips and Visits

- Personal mobile phones can play an important role in maintaining contact between staff and students on trips and visits particularly where there are periods of remote supervision (e.g., within a museum, finding lunch in Nice, whilst in a homestay on exchange or sports tour).
- Personal mobile phones can also play a role in ensuring that pupils and parents can liaise effectively on pick-up times and/or delays more effectively than this being handled centrally by a member of staff.
- For residential trips phones provide students with access to entertainment such as podcasts and music for longer journeys as well a camera to record memorable moments.
- The use of, and access to, mobile phones in these contexts is at the trip leader's discretion and considered on a trip-by-trip basis, depending on the age of pupils and the nature of the trip or activity.
- For residential trips acceptable use of phones will be agreed and communicated with parents and students prior to departure.
- For day trips phones can be taken for emergencies, but should remain out of sight throughout the trip, unless given specific permission or in an emergency.
- All phone use remains subject to the school rules, behaviour and sanctions policy, and this policy.

### Parental Engagement

- This policy has been shared with parents and is available on the school website.
- Broader advice on how to assist children in the possession and use of technology in a safe and proportionate manner has been shared with parents.
- Parents are advised that if they require contact with their children during the school day, they should contact the school office in the first instance.

- The school acknowledges that phones play an important role in students remaining in contact with their parents with respect to pick-up and getting home in both a practical (using map/transport functions) and safe (via tracking or contact) manner. However, the school actively recommends, before and after joining the school, that parents do not provide students unrestricted smartphones in the Lower School. The aim of this advice is to limit the negative impacts of social media, as well as in assisting students by removing the perceived need to use it during the school day.
- Phone use outside of the school day is at parental discretion, but under the usual school safeguarding conventions and behaviour and sanctions standards that apply to how students behave and interact online.

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