



Muschamp Primary School **Mobile Phone Policy**

1. Introduction and Purpose

In line with the 2026 Government requirements, Muschamp Primary School is a **phone-free environment**. This policy aims to:

- Promote face-to-face social interaction and physical activity during breaks.
- Minimise distractions to optimize learning and academic focus.
- Protect pupils from online risks such as cyberbullying and unauthorized filming.

2. Policy Statement

Mobile phones and smart devices (including internet-enabled smartwatches) are **prohibited** from being used, seen, or heard on school premises from the moment a pupil enters the school until they leave at the end of the day.

3. Storage and Collection

For any pupils who walk to or from school independently:

- **Morning Procedure:** Upon arrival, pupils must switch off their devices and place them into the storage box
- **Storage:** Devices will be stored in a secure, locked cabinet and are not accessible during the day.
- **Dismissal:** Devices will be returned to pupils as they depart the school building.
- **Liability:** While the school will take reasonable care of stored devices, the school accepts no responsibility for loss or damage to mobile phones brought onto the premises.

4. Exceptions and Reasonable Adjustments

The Headteacher may grant specific exceptions in the following circumstances:

- **Medical Needs:** For pupils who require a device to monitor medical conditions (e.g., blood sugar levels).
- **SEND/Disability:** Where a device is a specified "reasonable adjustment" to support a pupil's learning or communication needs.
- **Young Carers:** Where a pupil has documented caregiving responsibilities that require emergency contact.

5. Sanctions and Enforcement

Breaches of this policy will be managed under **Muschamp's Behaviour Policy**:

- **Confiscation:** Any phone seen or heard will be confiscated immediately and stored safely.
- **Collection:** Confiscated phones will only be returned to a parent or carer at the end of the school day.
- **Searching:** The Headteacher and authorized staff have the statutory power to search a pupil's possessions if they have reasonable grounds to suspect a device is being concealed.

6. Communication

- **Contacting Pupils:** Parents must not contact pupils directly via mobile phone. All emergency messages must be directed through the Muschamp Office/Reception at 020 8669 2514

7. Staff and Visitor Use

- **Staff:** Must not use personal mobile phones for personal use in the presence of pupils.
- **Supply Teachers** must lock their phones away in the lockers provided - located by the main school office.
- **Visitors/Parents:** Are requested to keep phones out of sight while on the school grounds, particularly in areas where children are present.

Implementation Checklist for 2026 Compliance:

- Policy published on the school website.
- Parents notified via letter/email regarding the "Phone-Free Environment" status.
- Staff trained on the legal power to search and confiscate under the 2026 guidance.

To be approved by: Governing Body

Written on: January 2026

Next review due by: January 2027